

**Briarpark Village HOA  
Board Meeting  
December 7, 2015**

**Attendees:**

**Jan Paul- President  
Kathleen Savage- Vice President  
Russell Vela-Treasurer  
Shawna Neill- Secretary  
Linda Neel- Excel Management  
Beverly Longino- Excel Management**

**.The meeting was called to order at 6:30 p.m. A quorum was established.**

**The board allowed a few minutes for those present to read the previous meeting minutes.**

**Russell- I make a motion to approve the minutes.**

**Shawna- I second the motion.**

**The motion passed.**

**Management Report-**

**Bids:**

Excel received a bid to repair the drainage problem at Q-1. The flooding is threatening the building.

**Russell-I make a motion to fix the Q-1 drainage.**

**Kathleen- I second the motion.**

**The motion passed.**

The board also agreed to have the drain at the R building cleaned out.

**Buildings/Brick/Carpentry:**

Ant beds were treated at the W and K buildings.

A satellite dish attached to the balcony of I-5 was removed.

Rotten wood was replaced at units L4, J4, F3, and K1.

Due to leaks, the flooring at H3 was checked for damage.

**Lighting/Graffiti/Gutters:**

Graffiti on the fence at building K has been painted over.

The gutters at A6 were checked and the ones at E4 cleaned. Bulbs have been replaced in the exterior lighting of buildings E, G, K, U, and V. A socket was replaced in the light between buildings E and G.

**Fencing/Foundations:**

The loose fence picket at the O dumpster has been secured. The fence gate at U5 was repaired so that it will open and close properly. James Bond inspected the foundation of D2.

**Plumbing/Roofing/Trees:**

H2O Plumbing found a bad valve box at W3 and replaced it. New roofs have been installed at the H & L buildings. The roof on D2 was repaired. Richmond trimmed trees at buildings C, M, and W.

**Violations:**

Violation notices/fines were sent out for improper window coverings, weed tree removal in patios, satellite dishes improperly installed, clothing hanging on patios or out of windows, and using the mail service parking as a regular parking space.

**Financials-**

Linda Neel reviewed the financial report for November. Briarpark has total cash assets of \$281,612.51. The total maintenance expenses are under budget for the year. However, the pool and plumbing are over budget. The water bill was down this month. Money will be moved from the Money Market account into the Operating Expenses to cover the new roofs.

**Shawna-** I make a motion to adjourn the meeting.

**Russell-** I second the motion.

**The motion passed and the meeting adjourned at 7:27 p.m.**

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