

**Briar Park Village Owners Assn.**  
**Board Meeting Minutes**  
**02.17.25**

Present	Jan Paul	President
	Russ Vela	Treasurer
	Kevin	Vice President
	Linda Neel	Management
	Saleha	Management
Absent–	Murf Savage	Secretary
	Jared Smith	Member at Large
Guests –	None	

The meeting was called to order at 6:10 pm at Country Burger on 14th Street in Plano, by Board President Jan Paul.

The Minutes of the January Board meeting were individually read and approved.

**1. BOARD DISCUSSION**

**a. Insurance:**

Linda informed the Board that the down payment has been made, and we have received COIs for all coverages. Additionally, an inspection was conducted by the insurance inspector, who recommended repairing a pothole. We requested a quote from Harmen, and he has provided a quote of \$974.25.

**b. Post Insurance Info on Website?**

Linda recommended updating the website with insurance details, including the quote process, the Board's selection of the best-rated and most economical coverage, and information on why Philadelphia did not renew, along with its monthly fee. This will provide homeowners with a reference for any questions. The Board approved the update.

**Suggestion:**

Kevin suggested including this information in newsletters to direct homeowners to the website for insurance-related questions.

**c. Standardize Violation Fee Rates**  
**Schedule of Fines**

Linda and Saleha presented a sample fine schedule to the Board. Saleha explained that she could not determine the exact fines for each item based on the Board's email discussion and requested the Board to review the sample and approve fines for each violation. The Board completed the review, and Saleha will create a finalized document

based on their approvals. She will then send it to the Board for final approval before filing it with the City.

### **Homeowner's Requests:**

#### **L4:**

Saleha requested the Board to respond to L4's request. The Board decided to call the city engineer for an inspection to determine why the building is shifting toward the creek and what actions should be taken. The Board stated that, at this time, it is unclear whether fixing L4's backyard is the homeowner's responsibility or the HOA's.

Saleha will call City engineer to set up an appointment.

#### **P5:**

Linda informed the Board that she'll respond to P5's email.

### **Management Report:**

The Board reviewed the **Management** report.

### **FINANCIALS:**

Linda provided the January financial reports and explained the details.

The meeting was adjourned at 07:50 pm.