



Brenford Station II

Homeowners Association

Board Meeting

Minutes of the Executive Board Meeting of the Brenford Station II Maintenance Corporation, Homeowners Association (HOA) held by videoconference at 7:00pm on the 18TH day of January 2024.

I. CALL TO ORDER

The President called the meeting to order at 7:00pm.

II. ROLL CALL OF MEMBERS

NAME		ATTENDANCE
Freddie Barnes	(President)	Present
Burnell Wilkins	(Vice President)	Present
Freddie Barnes	(Acting Treasurer)	Present
Darlene Turner	(Secretary)	Present
Ginny Cuello-Ward		Present
Josilyn Barnes		Present

III. Reading of the minutes

- a. The minutes of the last meeting were acknowledged by the executive board members as being reviewed and accepted.

IV. Treasury Report

- a. The treasury report was reviewed and subject to audit.
- b. The monthly management report was reviewed.
- c. PCAM would follow up with a proposal for attendance dates for the overview of the Monthly Management Report (voluntary).

V. Delinquent Account(s)-discussion and vote

- a. PCAM will contact the legal office to seek payment of arrears for delinquent accounts for three homeowners.

VI. Property/Land Issues

- a. The President explained how the Brenford Station II insurance covers the members of the board and the common areas and marquee.
- b. Brenford Station II ShortCutz agreement is for 3 years. It was noted that ShortCutz should notify PCAM before cutting occurs. Also, the cutting or not cutting should be documented by PCAM.
- c. A discussion regarding changing the flowers in front entrance of the community was tabled for the next monthly meeting.
- d. The President and board member Josilyn Barnes went to PCAM to review and clean out items on file. Three ARC requests between 2017 and 2018 and a court action for owed assessments was retained by PCAM. All other documents were destroyed.
- e. There was no additional interest from community members to on the ARC committee. The President explained how the committee works. Members of the committee are Freddie Barnes, President; Burnell Wilkins, Vice President; Darlene Turner, Secretary, and Josilyn Barnes, Board Member.
- f. A new community service entitled Premier Pal, was explained by Keena Laster, PCAM representative. Premier Pal is a service which is available to homeowners for quick notification of information and community issues, or homeowners can use it to get quick answers to any questions they may have. After discussion, Vice President Burnel Wilkins made a motion to obtain Premier-Pal services; the motion was seconded by the President to obtain Premier -Pal services. The motion was passed by all board members. PCAM will provide a demonstration at the next monthly meeting.
- g. Further research is needed regarding changing the Yard Sale sign. Also changing the date of the yard sale was discussed, as was a possible rain date. This will be discussed at a later meeting.
- h. The Document Retention Policy, which was sent by Keena Laster, was tabled for the next monthly meeting.
- i. The community's speeding sign was hit and damaged. It was noted that the President contacted PCAM for resolution to replace or repair the sign.

VI. Adjournment

The President made a motion to adjourn the executive board meeting; the Secretary seconded the motion to adjourn the executive board meeting. The motion passed to adjourn the executive board meeting at 8:09 pm. The next executive board meeting is scheduled for February 15, 2024, at 7:00 pm.

