

**North Brook HOA Board of Directors Meeting**  
**Jan 8, 2018**  
**Kansas City Missouri Police Station – Shoal Creek**

Present: Brandon York, Brian Hertzog, Greg Bourdon, Andy Savastino, Tim Jaques, Daniel Frazee, John Cooper, Property Manager, Rod Hoffman, Attorney, and Vicki Langseth, Assistant

Business meeting was called to order by Greg Bourdon at 7:22PM

No homeowners were present.

Tim made a motion to approve the minutes from the November 14, 2017 meeting with the spelling of Doug Kluck's name being corrected. Seconded by Brian. Motion carried.

**ACC:** Discussed ACC Process. Board does not want to handle them from e-neighbors and wants John to email them to the board with address and subject line.

**Bylaws & Covenants Committee:** No current activity

**Grounds:** No report

**Social:** No report

**Pool:** No report

**Little Libraries:** A motion made by Andy to establish 2 free standing libraries to be erected outside each pool gate - maintenance to be provided by FirstService for a bid amount of \$300.00 seconded by Greg. Motion passed. Homes Association to take care of maintenance once installed.

**Delinquencies:** Discussion with Rod Hoffman concerning past and current dues, late fees and interest. A delinquency policy is to be put in place and ratified by the board for the next meeting. Suggestion being a 30 – 60 – 90 -120 day process with a lien being filed @ 120 days and a demand letter being sent by attorney @ 180 days. Rod is to file a lien with the circuit court upon obtaining judgment.

**Property Manager's Report:**

Violation Process: letters to be mailed out on a 14 day basis and charged fines according to the fine process already in place. 1<sup>st</sup> letter friendly – 2<sup>nd</sup> letter reminder 3<sup>rd</sup> letter \$50.00 fine 4<sup>th</sup> letter \$100 fine and then to be determined by board.

**2018 Board Offices:**

President	Greg Bourdon
V President	Timothy Jaques
Secretary	Andy Savastino
Treasurer	Daniel Frazee

**Meeting Dates:**

January 8	September 5
March 6	November 7
May 9	December 4 Annual
July 11	

Brandon York adjourned the meeting at 10:40 pm

  
Secretary

5-9-18  
Date