

# **North Brook BOD Meeting**

January 9, 2019

Shoal Creek Police Department

Greg called the meeting to order at 7:03PM

Greg Bourdon, Brandon York, Tim Jaques, Doug Kluck, Dale Webb and Nichole Asquith in attendance.

Also in attendance are Will Harrahill and Kaitlyn King with FirstService Residential.

**Minutes** 11/7/18: Tim Jaques motioned to approve minutes with stipulation that wording be revised in regards to Unit # 2603, seconded by Doug Kluck, motion carried.

## **Committee Reports:**

ACC- None

Grounds-None

Social/Doug Kluck- 2018 budget was zeroed out. Light contest was a success through social media. Prizes were awarded in the form of Lowe's gift cards of \$50, \$75 and \$100. Committee would like to discuss budgeting to start creating welcome baskets for new owners.

Pool/Will - Northland Pool provided sand replacement bid. Pool furniture in storage and wood rot on pool house needs repaired. Gutters and sprinkles will also be checked to gauge need for repairs.

**Managers' Report** - Will advised that end of year financials will be released within 60 days of 12/31/18. In regards to collections, Will stated that he is waiting on a W-9 from new attorney Kent Dryer (Dryer Law Firm, LLC) to begin sending delinquent accounts to him. Violation letters have been sent out. The search for the monument meter continues. There were 5 new move-ins between 11/1/18 and 1/8/19.

## **Unfinished Business:**

Greg Bourdon made motion to approve the Northland Pool contract, seconded by Brandon York. Motion carried.

William will request bid for playground inspection.

Doug made motion to approve the Atlas bid, contingent on the other two pending bids not being over \$500 less than Atlas, seconded by Tim. Motion carried.

Greg motioned to request a sand filter quote, seconded by Tim. Motion carried.

## **New Business:**

Tim requested an explanation on why the Management Addendums states Curry in the name instead of FirstService Residential. William will look into this and also look into obtaining a multi-year management contract, requested unanimously by the BOD.

## **Appointment of BOD Roles:**

President – Nicole Asquith – Motioned by Greg Bourdon, Seconded by Tim Jaques.

Vice President – Tim Jaques – Motioned by Greg Bourdon, Seconded by Doug Kluck  
Treasurer – Daniel Frazee  
Secretary – Andrew Thomassy – Motioned by Greg, Seconded by Tim  
Members at Large – Greg Bourdon, Dale Webb and Doug Kluck

Committees:

ARC – Andrew Thomassy (Chair), Greg Bourdon, Daniel Frazee, Andy Savastino.  
Social – Doug Kluck  
Grounds – Dale Webb  
Pool – Nicole Asquith

In light of Brandon stepping down from the board, Greg made a motion to record in the minutes a proclamation of appreciation for 13 years of service to the North Brook Homes Association Board to Brandon York. Seconded by Nicole, motion carried.

Greg made motion to adjourn the meeting at 9:12 PM, seconded. Motion carried.

\_\_\_\_\_ Date \_\_\_\_\_