

# **Briarbend Community Improvement Association**

## **Agenda**

**January 9, 2018**

**2203 Stoney Brook - Kathy Johnson's home**

- I. Call to Order – Larry Stanton called the meeting to order at 7:33 pm  
Board members present: Larry Stanton, Charlie Stoddard, Leigh Adkins, Chad Roberts, Kathy Johnson, Rene Garza, Jennifer Mire, Peter Blomquist  
  
Members absent: Casey Koehler, Jennifer Jackson
- II. Introduction of Visitors  
  
A) No visitors attended the November meeting.
- III. Reading Minutes of Preceding Meeting-  
  
The November minutes were approved and are posted on the website. Charlie Stoddard motioned to approve; Rene Garza seconded. The minutes were approved.
- IV. Reports of Committees  
  
A) Vice President -over the next week Rene will pass out the election nomination forms to the block captains and will also email the form to the neighborhood.
  - a. Block captains-we have an opening for a block captain for 2303-2427 Stoney Brook. Jennifer Jackson expressed an interest in taking on this job. Larry will confirm with Jennifer that she will serve as block captain for 2303-2427 Stoney Brook.
  - b. March 20, 2018 – the date for the semi-annual meeting. Rene Garza proposed the date; Jennifer Mire seconded. Motion passed. Five positions are up for re-election: Jennifer Jackson Jennifer Mire, Casey Koehler, Chad Roberts, and Rene Garza are all up for re-election.

c. Directory update- a directory information form was included with the annual dues notice. Leigh has received about 30 forms from homeowners. After the February board meeting, we will ask the block captains to contact any missing homeowners' information from their block. Jennifer and Larry will contact the past advertisers to see if they will advertise again.

B) Secretary – Kathy Johnson – no report

C) Treasurer- Leigh Adkins

1. Income/Expense Annual 2017 – neighborhood is doing well financially. We need to increase the budget for 2019 for maintenance of the security car. Dues will remain the same for 2019.

D) Security – Chad Roberts

a. A college flag was taken from a board member's yard and some Christmas lights and stakes were taken from another board member's yard. Otherwise, the neighborhood is quiet.

E) Superneighborhood- Peter Blomquist – Peter is waiting to hear about the date for the next meeting.

F) ACC - Jennifer Jackson – no report

G) Beautification- Jennifer Mire

a) Jennifer will send flowers or a plant to Stacy Moss as she recovers from recent hip surgery. \$50 limit

b) Holiday decorating contest- get addresses of winners  
1st place = \$150- 2303 Stoney Brook  
2nd place = \$75- 2211 Stoney Brook  
3rd place = \$25- 7807 Chevy Chase

c) Briarbend Ladies Coffee – the 2017 coffee was fun and plans for the 2018 coffee are already underway. The chairs plan to send out a paper invitation as well as posting it on the website.

- H) Social- Casey Koehler – no report
- I) Legal - Charlie- no report
- V. Old Business – no old business
- VI. New Business- no new business
- VII. General Discussion/Executive Session (if necessary)- no session was needed.
- VIII. Adjournment- The meeting was adjourned at 8:23 pm. Charlie Stoddard made a motion to adjourn and Chad Roberts seconded.

Next meeting is scheduled for Monday, February 12, 2018 at 7802 Burgoyne.

Respectfully submitted,

Kathy Johnson

Secretary

# YTD Income/Expense Annual - 2017

1/1/2017 through 12/31/2017

1/5/2018

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Category	1/1/2017- 12/31/2017
<b>INCOME</b>	
2016 Dues	2,250.00
2017 Dues	61,650.00
Fines	2,725.00
Interest	165.20
Refinance Fee	100.00
Transfer Fee	700.00
<b>TOTAL INCOME</b>	<b>67,590.20</b>
<b>EXPENSES</b>	
Occup, Rent, Utilities, Maintenance	21,116.54
Other Expense	12,944.99
Printing, Publication, Postage, Shipping	85.84
Professional Fees	72.50
Professional Fees, Independent Contracto	19,530.00
Salaries, other compensations	2,400.00
<b>TOTAL EXPENSES</b>	<b>56,149.87</b>
<b>OVERALL TOTAL</b>	<b>11,440.33</b>

## Briarbend YTD Balance Sheet - As of 12/31/2017

Account	12/31/2017 Balance
<b>Bank Accounts</b>	
Capital One Money Mkt	76,787.15
Checking - Capital One	2,113.96
Frost Business Checking XX2743	78.50
Frost Checking XX1563	2,825.54
Frost Money Mkt XX0931	54,399.80
<b>TOTAL Bank Accounts</b>	<b>136,204.95</b>
<b>Asset Accounts</b>	
Accts Rec-City	9,042.00
Security Vehicle	9,500.00
<b>TOTAL Asset Accounts</b>	<b>18,542.00</b>
<b>Liability Accounts</b>	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
<b>TOTAL Liability Accounts</b>	<b>-6,147.32</b>
<b>OVERALL TOTAL</b>	<b>148,599.63</b>

**Briarbend Budget To Actual - 2017**  
1/1/2017 through 12/31/2017 Using 2017 Budget

1/9/2018

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Category	Actual	2017 Budget	Difference
<b>INCOME</b>	<b>67,590.20</b>	<b>63,730.00</b>	<b>3,860.20</b>
2016 Dues	2,250.00	0.00	2,250.00
2017 Dues	61,650.00	61,650.00	0.00
Fines	2,725.00	1,000.00	1,725.00
Interest	165.20	180.00	-14.80
Refinance Fee	100.00	200.00	-100.00
Transfer Fee	700.00	700.00	0.00
<b>EXPENSES</b>	<b>56,149.87</b>	<b>62,041.00</b>	<b>5,891.13</b>
Occup, Rent, Utilities, Maintenance	21,116.54	24,136.00	3,019.46
Briarbend Maintenance	888.41	1,500.00	611.59
Auto Fuel	659.41	0.00	-659.41
Auto Maintenance	14.00	0.00	-14.00
Other Briarbend Maintenance	215.00	0.00	-215.00
Garbage Expense	30,092.13	32,500.00	2,407.87
Garbage Reimbursement	-9,864.00	-9,864.00	0.00
Other Expense	12,944.99	10,560.00	-2,384.99
Administrative Expenses	0.00	100.00	100.00
Bank Charge	143.04	60.00	-83.04
Bank Charge Checks	35.94	0.00	-35.94
Other Bank Charge	107.10	60.00	-47.10
COMMUNITY SPIRIT	3,970.52	4,000.00	29.48
Christmas Light Contest	267.85	250.00	-17.85
Halloween Party	2,247.31	2,500.00	252.69
Spring Party	938.46	1,000.00	61.54
Yard of the Year	0.00	250.00	250.00
Other COMMUNITY SPIRIT	516.90	0.00	-516.90
Insurance	5,927.00	2,000.00	-3,927.00
Meeting Expense	1,857.68	2,200.00	342.32
MISC	129.05	100.00	-29.05
Mosquito Spray	855.00	2,000.00	1,145.00
Website	62.70	100.00	37.30
Printing, Publication, Postage, Shipping	85.84	425.00	339.16
Election Expenses	0.00	200.00	200.00
Newsletter	0.00	100.00	100.00
OFF,POST,PRINT	112.56	125.00	12.44
Other Printing, Publication, Postage, Shipping	-26.72	0.00	26.72
Professional Fees	72.50	3,400.00	3,327.50
Professional Fees-Audit	0.00	400.00	400.00
Professional Fees-Legal Fees	72.50	3,000.00	2,927.50
Professional Fees, Independent Contracto	19,530.00	21,120.00	1,590.00
Security	19,530.00	21,120.00	1,590.00
Salaries, other compensations	2,400.00	2,400.00	0.00
Treasurer Fee	2,400.00	2,400.00	0.00
<b>Net Difference:</b>	<b>11,440.33</b>	<b>1,689.00</b>	<b>9,751.33</b>