

Briarbend Community Improvement Association

Minutes

April 9, 2019

7802 Burgoyne – Leigh Adkins' house

- I. Call to Order – Larry Stanton called the meeting to order at 7:18 pm.
Board members present: Larry Stanton, Leigh Adkins, Kathy Johnson, Tom Ehardt, Charlie Stoddard, Scott Summerville, Chad Roberts, Jessica Strehlow, Mary Spiller
Members absent- Casey Koehler, Peter Blomquist
- II. Introduction of Visitors
 - A) No visitors attended the April meeting.
- III. Reading Minutes of Preceding Meeting-

The February minutes were presented. Charlie motioned to approve the minutes, Mary seconded. Minutes passed.
- IV. President's Comments- Larry polled the board asking if we should post something about our residents who have passed away in 2018 -2019 (Fred Phillips, Lawrence Shallenberger, Paul Goehrs, Muffie Bridge). We will send something out via email and say something about each of them. Jessica will write up the piece and send it out. Larry talked about the semi-annual meeting at Molina's in March- he thought it went well and liked the suggestions we received from several homeowners regarding various issues. Voting for the election totaled 47, which is about 1/3 of our neighborhood. Meeting attendance was 34 people representing 29 households. This number is consistent with the attendance over the past few years.
- V. Reports of Committees
 - A) Vice President – Tom Ehardt- Since Casey Koehler is moving we need to fill her spot on the board. James Poczka was suggested and voted on by the board to fill the spot. Tom will contact James and ask him to serve. We discussed future elections and feel that nominees should write a short bio on themselves in order to run for election. Jennifer Jackson has moved and was a block captain. Tom has reached out to Jennifer Kaldis about taking this over. Kathy Johnson will touch base with her about taking over this job.
 - B) Secretary – Kathy Johnson – no additional report.
 - C) Treasurer- Leigh Adkins-Budget to Actual Statement: There are 5 delinquent dues payers from 2019. The delinquent dues for 2018 are now paid up. Garbage expenses are up about \$95 per month. Insurance is also higher because we are working with a new company. The line item for security is lower than budgeted since Charnwood decided to join forces with Briarbend. This all results in the budget running under about \$243 per month.
 - D) Security – Chad Roberts- the state inspection on the security car is past due, but some maintenance is needed prior to inspection. The homeless people who were "living" between the fence and the old Barnes and Noble building have come back, but are now gone thanks to HPD and one of our security officers. The issue of installing

security cameras at each entrance of the neighborhood was brought up at the semi-annual meeting. There is a company that handles security cameras These cameras record the traffic coming in and out of our neighborhood. Chad received a proposal from Flock Safety about providing cameras for Briarbend. The proposal includes 3 cameras for the subdivision; would cost \$2,000 per camera per year or about \$44 per house per year. The board will discuss this issue further and decide if it is a good choice for our neighborhood.

- E) Super neighborhood - Peter Blomquist –no report.
 - F) ACC - Scott Summerville- a house on Wickersham has a potential buyer and the buyer wants to turn the garage around to face Stoney Brook. Scott will tell the homeowner to look at the deed restrictions and the ACC will have to decide if they want to grant a variance. The ACC committee needs to replace a member – Andrew Clark, Ike Claypool currently serve on the committee. The third member moved. The board can suggest a member for the committee, but it is up to the committee to decide who to invite to serve. The board discussed several homeowners who might possibly serve and Scott will suggest these names to the committee.
 - G) Hospitality/Social- Jessica Strehlow – Flick Night is April 27. The company showing the film would like to get paid a day in advance; after some discussion the board agreed to pay them a day early. Jessica feels quite good about the company. We will show the movie “Up” as soon as it gets dark. Neighborhood will provide popcorn, candy, and beverages. BYOB is welcome. Jessica will send out an email to the neighborhood asking for any set-up help. She will also send a flyer out again via the block captains.
 - H) Legal- Charlie Stoddard – no report
- VII. New Business- Tom asked about board positions. The same board members will continue in their current positions. Tom will ask James to serve and tell him he will serve in an At-Large position.
- VIII. General Discussion/Executive Session (if necessary)- no executive session was necessary.
- VIV. Adjournment- The meeting was adjourned at 8:42pm. Tom made a motion to adjourn and Charlie seconded.

The next board meeting is scheduled for Tuesday, May 21 at Mary Spiller’s- 7902 Chevy Chase. Larry will host June 11 at 7802 Ella Lee and Jessica will host August 13 at 7927 Meadow Lake. September 10 is the semi-annual meeting.

Respectfully submitted,

Kathy Johnson, Secretary

Briarbend Balance Sheet - As of 3/29/2019

Account	3/29/2019 Balance
Bank Accounts	
Capital One Money Mkt	76,057.62
Checking - Capital One	2,113.96
Frost Business Checking XX2743	42.26
Frost Checking XX1563	1,014.54
Frost Money Mkt XX0931	110,534.42
TOTAL Bank Accounts	189,762.80
Asset Accounts	
Accts Rec-City	7,398.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	16,898.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	200,513.48

Briarbend Income & Expense Statement - Q1 2019

1/1/2019 through 3/31/2019

4/2/2019

Page 1

Category	1/1/2019- 3/31/2019
INCOME	
2019 Dues	64,655.00
Fines	250.00
Interest	
Capital One Interest	18.75
Frost Bank Interest	407.80
TOTAL Interest	426.55
Refinance Fee	200.00
Transfer Fee	400.00
TOTAL INCOME	65,931.55
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	132.31
Auto Maintenance	7.00
TOTAL Briarbend Maintenance	139.31
Garbage Expense	8,520.00
Garbage Reimbursement	-2,466.00
TOTAL Occup, Rent, Utilities, Main...	6,193.31
Other Expense	
Bank Charge	21.90
COMMUNITY SPIRIT	
Christmas Light Contest	250.00
Spring Party	71.64
TOTAL COMMUNITY SPIRIT	321.64
Insurance	
Security Vehicle Insurance	2,590.00
TOTAL Insurance	2,590.00
Meeting Expense	910.80
TOTAL Other Expense	3,844.34
Printing, Publication, Postage, Shipping	
Election Expenses	69.91
TOTAL Printing, Publication, Posta...	69.91
Professional Fees, Independent Contr...	
Security	8,250.00
8000 Woodway	-216.00
Chamwood	-2,952.00
TOTAL Security	5,082.00
TOTAL Professional Fees, Indepen...	5,082.00
Salaries, other compensations	
Treasurer Fee	600.00
TOTAL Salaries, other compensati...	600.00
TOTAL EXPENSES	15,789.56
OVERALL TOTAL	50,141.99

Budget To Actual - Q1 2019

1/1/2019 through 3/31/2019 Using 2019 Budget

4/2/2019

Page 1

Category	1/1/2019 Actual	- Budget	3/31/2019 Difference
INCOME	65,931.55	67,681.94	-1,750.39
2019 Dues	64,655.00	67,130.00	-2,475.00
Fines	250.00	252.00	-2.00
Interest	426.55	75.00	351.55
Capital One Interest	18.75	0.00	18.75
Frost Bank Interest	407.80	0.00	407.80
Refinance Fee	200.00	49.95	150.05
Transfer Fee	400.00	174.99	225.01
EXPENSES	15,789.56	17,783.49	1,993.93
Occup, Rent, Utilities, Maintenance	6,193.31	6,534.00	340.69
Briarbend Maintenance	139.31	750.00	610.69
Auto Fuel	132.31	249.99	117.68
Auto Maintenance	7.00	500.01	493.01
Garbage Expense	8,520.00	8,250.00	-270.00
Garbage Reimbursement	-2,466.00	-2,466.00	0.00
Other Expense	3,844.34	3,701.98	-142.36
Administrative Expenses	0.00	24.99	24.99
Bank Charge	21.90	27.00	5.10
Other Bank Charge	21.90	0.00	-21.90
COMMUNITY SPIRIT	321.64	600.01	278.37
Christmas Light Contest	250.00	250.00	0.00
New Neighbor Gifts	0.00	50.01	50.01
Spring Party	71.64	300.00	228.36
Insurance	2,590.00	2,200.00	-390.00
Security Vehicle Insurance	2,590.00	2,200.00	-390.00
Meeting Expense	910.80	800.00	-110.80
MISC	0.00	24.99	24.99
Website	0.00	24.99	24.99
Printing, Publication, Postage, Shipping	69.91	129.50	59.59
Election Expenses	69.91	100.00	30.09
Newsletter	0.00	25.00	25.00
Postage	0.00	4.50	4.50
Professional Fees	0.00	125.01	125.01
Professional Fees-Legal Fees	0.00	125.01	125.01
Professional Fees, Independent Contra...	5,082.00	6,693.00	1,611.00
Security	5,082.00	6,693.00	1,611.00
Salaries, other compensations	600.00	600.00	0.00
Treasurer Fee	600.00	600.00	0.00
Net Difference:	50,141.99	49,898.45	243.54

Budget To Actual - 2019

1/1/2019 through 12/31/2019 Using 2019 Budget

4/2/2019

Page 1

Category	1/1/2019 Actual	- Budget	12/31/2019 Difference
INCOME	65,931.55	69,330.00	-3,398.45
2019 Dues	64,655.00	67,130.00	-2,475.00
Fines	250.00	1,000.00	-750.00
Interest	426.55	300.00	126.55
Capital One Interest	18.75	0.00	18.75
Frost Bank Interest	407.80	0.00	407.80
Refinance Fee	200.00	200.00	0.00
Transfer Fee	400.00	700.00	-300.00
EXPENSES	15,789.56	68,266.00	52,476.44
Occup, Rent, Utilities, Maintenance	6,193.31	26,136.00	19,942.69
Briarbend Maintenance	139.31	3,000.00	2,860.69
Auto Fuel	132.31	1,000.00	867.69
Auto Maintenance	7.00	2,000.00	1,993.00
Garbage Expense	8,520.00	33,000.00	24,480.00
Garbage Reimbursement	-2,466.00	-9,864.00	-7,398.00
Other Expense	3,844.34	11,858.00	8,013.66
Administrative Expenses	0.00	100.00	100.00
Bank Charge	21.90	108.00	86.10
Other Bank Charge	21.90	0.00	-21.90
COMMUNITY SPIRIT	321.64	3,950.00	3,628.36
Christmas Light Contest	250.00	250.00	0.00
Halloween Party	0.00	2,500.00	2,500.00
New Neighbor Gifts	0.00	200.00	200.00
Spring Party	71.64	1,000.00	928.36
Insurance	2,590.00	4,400.00	1,810.00
General Liability Insurance	0.00	2,200.00	2,200.00
Security Vehicle Insurance	2,590.00	2,200.00	-390.00
Meeting Expense	910.80	2,200.00	1,289.20
MISC	0.00	100.00	100.00
Mosquito Spray	0.00	900.00	900.00
Website	0.00	100.00	100.00
Printing, Publication, Postage, Shipping	69.91	600.00	530.09
Election Expenses	69.91	200.00	130.09
Newsletter	0.00	100.00	100.00
POST OFFICE BOX	0.00	182.00	182.00
Postage	0.00	118.00	118.00
Professional Fees	0.00	500.00	500.00
Professional Fees-Legal Fees	0.00	500.00	500.00
Professional Fees, Independent Contra...	5,082.00	26,772.00	21,690.00
Security	5,082.00	26,772.00	21,690.00
Salaries, other compensations	600.00	2,400.00	1,800.00
Treasurer Fee	600.00	2,400.00	1,800.00
Net Difference:	50,141.99	1,064.00	49,077.99