

Briarbend Community Improvement Association

Board of Directors Minutes September 8, 2020

Via Zoom 7:00pm

- I. Call to Order – Larry Stanton called the meeting to order at 7:05 pm.
Board members present: Larry Stanton, Leigh Adkins, Tom Ehardt, Scott Summerville, Chad Roberts, , Mary Spiller, Peter Blomquist, Conor Shary, James Pocza
Members absent- Charlie Stoddard- Out of Town
- II. Introduction of Visitors
 - A) No visitors attended the September meeting.
- III. Reading Minutes of Preceding Meeting-The August Board Minutes were sent the week before the meeting, for review. There were two minor changes made.

The August 11, 2020 minutes were presented as amended. Tom Ehardt motioned to approve the minutes, Chad Roberts seconded. The Minutes were approved and will be posted on the website.
- IV. President’s Comments- Larry Stanton-Larry has talked to several neighbors about becoming involved in neighborhood activities, and possibly running for a position on the Board at the next election in March 2021. Several long time residents have been on the Board multiple times. It would be good to get some of our younger residents involved. Larry suggested sending out a flyer at the beginning of 2021. Larry is also working on a Briarbend Operations Manual that would have procedures and policies, as well as forms used in the past.
- V. Reports of Committees
 - A) Vice President – Tom Ehardt- Tom, Conor Shary and Charlie Stoddard worked on the 2019 Briarbend Audit. The 2021 Budget was to be presented at the September Semi-Annual Meeting, which did not take place due to Covid restrictions. We need to find a way to have a quorum approve the Budget . We may send out a copy via Block Captains, to be signed by residents, and returned to Charlie Stoddard. At present we have \$157,000 in reserve funds. We need approximately \$23,000 for expenses for the rest of the year. There was concern over the large amount, but Larry has checked with other neighboring subdivisions, and this amount is reasonable since Briarbend, historically has little expense for legal liability. He recommended that we leave the present amount in reserve.
 - B) Secretary – Mary Spiller – no additional report.
 - C) Treasurer- Leigh Adkins- Leigh presented the Income and Expense Statement for 1/1/20 through 8/31/20, and the Budget to Actual Statement (See separate Sheet).There is approximately \$5000 extra in the Security Category this year. The Security Camera , \$1200, and \$775 for the Network Video Recorder. Leigh has been working with Joe, the Installer of the Security System. There is the possibility that the identification of the license plate can be tied into a national data base. It has been successful in identifying outstanding warrants. After review of the Budget information, Leigh moved to have the 2020 Financials approved, Scott seconded. The August Financials were approved.

- D) Security – Chad Roberts- With the new system, Chad can log in on his phone, but at night you can't tell the make of the car. Leigh will work with Joe to adjust the settings so that it is more easily visible. Joe can do the adjustment remotely. Access to the Security Camera and NRV will be given to the Briarbend Security Officers. The access will remain with Chad and Leigh and alerts sent to our Security Patrol.
 - E) Super neighborhood - Peter Blomquist – No Report. No Super Neighborhood Meeting has been scheduled at this time.
 - F) ACC - Scott Summerville- No report, no new plans have been submitted
 - G) Hospitality/Social- James Pocza – James and Jessica Strehlow have been working out the plans for the Briarbend Annual Halloween Party on Saturday October 31st. There is \$2500 allocated in the Budget for the Party. Beetle Juice, the DJ has been contracted, as well as the Photo Booth. There will be Costume Contests. Whether to have food was discussed. It was suggested that we have boxed meals, or not. Another suggestion was individual treat bags for the kids as favors . The Deals will be contacted to see if they would be willing to have the Margarita Machine again this year. Masks would be mandatory, signs posted at entrances saying “For Residents Only”. Trick or Treating will be left up to the individual homes who want to participate. Jessica has made a flyer, James will modify it and have it printed. The Block Captains will deliver it when ready.
 - H) Legal- Charlie Stoddard – no report- Charlie was out of town.
- VII. New Business- Leigh stated that the same 5 homeowners have not paid their dues for 2020. He reviewed the Budget to Date (See separate Sheet). At present there is \$24,073.17 left in the Budget for expenses through the end of the year. We will send out the Budget for Approval via Block Captains. They will be returned to Charlie Stoddard for tabulation and he will make a report.
- VIII. General Discussion/Executive Session (if necessary)- no executive session was necessary.
- VIV. Adjournment- The meeting was adjourned at 8:28 pm. Tom Ehardt made a motion to adjourn and Scott Summerville seconded.

The next board meeting is scheduled for Tuesday, October 13, 2020. The meeting will take place Via Zoom.

Respectfully submitted,

Mary Spiller, Secretary

9/9/20