

## BRIARBEND BOARD MEETING TUESDAY JANUARY 13, 2026

Attendees: Jonathan Burks (VP) Jerry Young (Legal), Malori Callahan (Communications) Jennifer Hunter (Social), Mary Spiller (Secretary) Hailey Marino (Architecture) Cassie More (Security) Jonathan Kalkan (Treasurer)

Absent: Marshall Holmes (President) Alexandra Andrews (co-chair Social)

Call to order 6.33pm by Jonathan Burks, VP

There are six out of ten board member positions that are up for re-election or retirement in March. They are Jerry Young, Marshall Holmes, Hailey Morino, Alexandra Andrews, Malori Callahan and Jennifer Hunter.

If there's anyone else interested in becoming a board member, please let the board know. Ballots will be sent out at a later date in advance of the March board meeting.

**Communications:** Malori to send out a reminder to the neighborhood that homeowner dues should be paid by January 31 or late fees apply, per Jonathan. She also suggested the March general meeting of the neighborhood should be after Spring Break. Perhaps March 24. Exact date to be determined. Jonathan Burks to confirm with Molina's for the next HOA meeting.

**Security:** Cassie asked if anyone had an update about the bylaws for security. Jerry is in consultation with this, but it's not appropriate to address at this time. He is researching with legal counsel, not only about security, but other areas that affect our community. The cost to update the bylaws is \$3,500.

Cassie recently received a letter from Teresita Castro requesting a pay raise for our security officers. They are currently paid \$45 an hour and are asking for \$50 per hour. Holidays rates: asking for \$75 per hour for recognized holidays (Thanksgiving, Christmas, New Years, 4<sup>th</sup> July, Memorial Day, Labor Day. (Need to check on MLK and Juneteenth). Malori estimated this would be over \$11,820 per year added to our budget. We are currently showing in the red for our budget per Jonathan Kalkan, however all dues are not yet accounted for and we do have additional reserve money.

As a follow-up from Malori to the above, she does approve of a pay increase, "However, it is concerning that we have been paying Teresita's invoices without reconciling to the time sheets provided. We have a few months of time sheets to compare from Cassie and I understand this has been submitted in excel and fairly detailed. We knew this was an issue back when Hailey was interim with officers leaving early or arriving late, hence the internal tracking.

We need to understand the difference (if any) and rectify this ASAP as there could be material dollars at stake. Just a few hours discrepancy adds up to nearly \$100 a week.

I recommend using the response to the letter (if the raise is approved by the board) as the time to communicate to Teresita that our verification of time sheets will be contingent on clocking in with security since we have a process in place."

Flock cameras are expensive and a reactive tool. The cost is \$5,000 a year for Briarbend. We have 2 (north and south end of Stoneybrook), Charnwood has 4 flock cameras, one at each street entry . Do we need to put a flock camera at the park? Are they worth keeping? To be discussed.

There is a situation of people coming into Ella Lee and parking for an hour to two several nights a week. There may be some suspicious activity going on. Nothing we can do about it as they don't appear to be breaking any laws. While we were in this meeting on Locke Lane a young African American knocked on the door asking if the home owners husband was home, then started mumbling. He was quickly asked to leave, then other board members advised they had seen the same man, and another male friend, doing the same thing to other neighbors in the neighborhood. This has been reported to the police.

The police car registration needs to be renewed. It expired September 2025. Cassie to follow-up. Liability insurance is needed for police officers to patrol the neighborhood.

Dan Runzheimer in Charnwood is working with Cassie on security. She's meeting with him on Friday. Jennifer asked if we could have a monthly report on activity for the neighborhood and distribute it to the homeowners. Cassie to call Teresita for a copy of that report.

No solicitation signs. Check into cost of placing one at the top of the neighborhood. Cassie to check cost.

Feedback for Cassie: Asked for the officer car to be parked on the correct side of the street during the daylight hours instead of facing the opposite direction.

Fireworks extremely loud and long lasting on Christmas eve and New Year's Eve. They are coming from the apartment complex on either side of us and some also appear to be coming from Meadow Lake. Cassie to talk to apartment management asking them to notify tenants that fireworks are illegal. Cassie to give a heads up to our neighborhood prior to celebratory occasions to remind them fireworks are illegal.

**Vacant house.** 7806 Ella Lee. Need to tighten restrictions on yard upkeep. Considering fining them if the condition of the house and/or yard is in disrepair after several violation notices from the board. They would be fined the cost of the yard maintenance. Action to be taken by legal.

**Treasurer:** Homeowners should be aware we may likely have an HOA increase in dues. This may not occur for another 1 – 2 years. The increase being considered by the treasurer is approximately \$200 more per year, totaling \$1,200. Final amount to be discussed and reviewed by the board. We can bridge the gap on a pay increase and Christmas bonuses for the officers. Officers have not been paid an increase in over 3 years.

We have \$137,00 in reserve. Bonuses to security personnel have not been paid yet.

Need to review time sheets for the officers. Jonathon sends over time sheets to Teresita but he thinks they might not be double checked for actual hours worked. Cassie should approve the hours before they get paid. Teresita submits the time sheets for payment. Numbers should align before Jonathan pays them.

The review of a Management company to handle our dues and security has been tabled for the moment. Decision confirmed by Jerry Young.

**Social:** Jennifer recognized the cost of the Halloween party had increased over the years as Cassie had asked about its expenditure. The food truck was the most expensive, but food prices have also increased dramatically, as confirmed by Jonathan K. The other vendor prices remained unchanged.

**Architecture:** Hailey advised there has been a request for two roofs to be inspected.

Next meeting is on Tuesday February 10. Location TBA.

Motion to adjourn- Jonathan Burks motioned to adjourn at 7:47pm, the motion was seconded by Cassie Moore.

Submitted by Mary Spiller- Secretary, and Jennifer Hunter- Social