

Brookside Townhomes Homeowners Association, Inc.
Board of Directors Meeting
Minutes
August 21, 2025

Call To Order

Pat called the meeting to order at 6:51 p.m.

Approval of Minutes

Dawn made a motion, which was properly seconded by David, to approve the following meeting minutes:

June 24, 2025 Board Meeting

The motion passed unanimously.

Guest Comments

No guests were present for comments.

Financial Report

Monthly Financials

David reviewed the July 2025 financials. He reported the HOA had approximately \$103,000 in the bank. The loan balance was \$43,857. He stated expenses have been lower than budgeted because: 1) recovery of prior legal fees paid, 2) common area maintenance expenses are lower as a result of no major expenses, and sprinkler repairs were less than budgeted. The water bill remains significantly higher than budgeted. David made a motion, which was properly seconded by Dawn, to approve the financials. Motion passed unanimously.

Collection Update

David reviewed the status of collections that have been placed with the attorney.

- He reported on 4274 Brookside Drive (Lenox) – The balance on this unit has been paid in full through a relative. Dues were also paid through the end of the year. Kim also reported that the unit is continuing to pay monthly, although the amount being paid is less than the monthly amount owed.

Old Business

4269 Brookside Drive (oversized pets and living fence)

The Board once again discussed the ongoing situation. The Board discussed that each dog required a separate letter, and that per the attorney-approved policy the dogs must remain on a leash and confined to her property. The living fence still has not been addressed.

Fining Committee

The Board discussed the fining committee, whose members are Karen Reardon, Shelly Nightengale and Laura Schramm. The Board asked that Kim include information on the fining committee in the next correspondence that goes out to owners.

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New Business

Pool

- Paver Repair - Kim reported the quote to repair the pavers was estimated to be \$375-\$400. The Board asked Pat to approve the final quote, assuming it comes in under her \$500 authority.
- Clean-Up – Dawn asked for permission to clean-up the overgrown vegetation at the southwestern corner of the pool. She mentioned possibly planting a sago palm. The Board agreed and thanked her.
- Pool Closing – Once the pavers were repaired, the Board agreed that the pool would be closed for the season.

Lawn

- Lawn Maintenance – Kim and Patrick walked around with Wallace to point out all of the issues that need to be addressed.
- Owner Trimming – The Board asked that in Kim’s next notice to owners that she include a comment about placing trimmings into the dumpsters when owners cut their own shrubs.

Sprinklers

The sprinklers have been repaired. Ed repaired a sprinkler head near the pool. Board members discussed a few sprinklers that still needed to be addressed. Kim asked if there are needed repairs to send her a picture and the location. Wallace will be making repairs as needed.

Tennis Courts

The Board asked Kim to get two quotes: 1) To make repairs only necessary to address the safety concerns, and 2) To demolish the court. The gate to the court will remain locked until the matter is resolved.

Other

- The Board discussed a dog from 914 Brookside Court that has been off a leash. The Board mentioned that pets off of leashes needs to be included in the letter to owners and should be referred to the fining committee.

Adjournment

With no further business, the meeting adjourned at 7:32 pm.