

Briarwood Community Association
Board of Directors Meeting
March 10, 2025 7:00pm 4216 Catalina Dr.

MEETING MINUTES

Board members in attendance: Amy Brougher, Dan Dunbar, Megan Hensley, Melissa Hickam, Steve Koger, Kathy Sanders, Lena Scruggs, and Jennifer Wamelink

- I. **Call to Order** – Hensley called the meeting to order at 7:03 p.m.
- II. **Record of attendance** – attendance was recorded by Wamelink
- III. **Homeowner's comments** – no homeowners beyond board members attended.
- IV. **Minutes** - The January 2025 minutes were reviewed and approved unanimously following a motion from Sanders, seconded by Brougher.
- V. **Treasurer Report** - The Board reviewed the monthly reports for March. There was discussion of the report formatting and the accountant does not use the same "budget" categories of the approved budget. Hickam will discuss this concern with the accountant.
- VI. **Old Business**
 - a. **HOA Rules and Regulations Document.** The final draft document was discussed. A few small edits identified. Wamelink moved to approve the document, Scruggs seconded. The motion passed unanimously. The new Rules and Regulation document will be posted on the website and Jennifer and Melissa will work together to mail to all homeowners.
- VII. **New Business**
 - a. **Spring projects** – Hensley sought feedback on priorities for upcoming projects. The Board will revisit this topic in April.
 - b. **Garage sale date/plans** – The date May 31st was identified with unanimous support. Wamelink will update promotional materials.
- VIII. **Property Manager report**
 - a. **Home inspections report** The Board reviewed and discussed the most recent report from Hickam's neighborhood inspections.
 - b. **Discussion of landscaping and front of fence** – the Board discussed front of fence landscaping, expectations, and future clean-up with Briarwood.
- IX. **Next Meeting** – April 14, 2025 at 7pm

- X. **Review of action items** the Board reviewed action items for the upcoming month.
- XI. **Adjourn** – The Board adjourned following unanimously supported motion at 8:08 p.m.