

Briarwood Community Association
Board of Directors Meeting
July 7th, 2025 7:00pm 4224 Catalina Dr.

MEETING MINUTES

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

- I. **Call to Order** – Hensley called the meeting to order at 7:06 p.m.
- II. **Record of attendance** – Wamelink recorded attendance.
- III. **Homeowner's comments**
Concerns/Discussion about trailers – homeowner concern was raised about the number of trailers in driveways in the neighborhood has been raised. The Board briefly discussed and will move discussion to the annual meeting. Is a restriction on trailers in driveways a restriction the membership would like to have?
- IV. **Minutes**
The Board reviewed the June 2025 minutes. They were unanimously approved with one typo correction following a motion from Dunbar, seconded by Brougher.
- V. **Treasurer Report**
The Board discussed the Turfmasters bill. Third quarter statements had not been sent at the time of the meeting.
- VI. **Old Business**
No items discussed.
- VII. **New Business**
 - a. Date of 2025 Annual Meeting
The Board discussed options and determined the meeting will take place on Sunday, September 7. The meeting will begin at 6:00 p.m. Sandwiches will be available beginning at 5:30 p.m. Notification will be made this month. Wamelink and Hensley will coordinate.
 - b. 2026 budget
Hensley presented a proposed budget. Hensley consulted with accountant. The Board reviewed and will finalize the proposed budget in the August meeting.
 - c. Design Review Committee
Hickam presented a Design review committee request from 420 Casa Bonita for paint colors. The paint colors are selected from the Sherwin Williams Traditional Design Exterior Paint colors. The Board unanimously approved the request on a motion from Wamelink, seconded by Scruggs.

VIII. Property Manager report

a. Home inspections report

i. Violation notice update

The Board discussed reported violations. Clarification was provided to Hickam on front-yard signs promoting a business doing work for a homeowner. They are limited to 30 days. Hickam will mail and email violation letters to identified properties.

IX. **Next Meeting** – August 11th 7pm will take place 400 Pasadena

X. **Review of action items**

Action items for July were identified and assigned.

XI. **Adjourn** – The meeting adjourned at 8:23 p.m. following a motion from Wamelink, seconded by Scruggs.

Respectfully submitted by Jennifer Wamelink, Secretary

Approved 8-11-2025