

Briarwood Community Association
Board of Directors Meeting
April 13, 2026 - 7:00 PM, 409 Vine Dr.

MEETING MINUTES

Board members in attendance: Joe Berger, Amy Brougher, Dan Dunbar, Megan Hensley, Heath Schmidt, Jennifer Wamelink, Nancy Weibe, and Melissa Hickam

Others: none

I. Call to Order – Dunbar calls the meeting to order at 7:03 pm

II. Record of attendance – Brougher recorded attendance

III. Homeowner Comments – none

IV. Minutes

a. Hensley moves to approve the March minutes and Dunbar seconds. All in favor.

V. Treasurer Report

a. Berger did not receive the financials because our accountant is in the midst of tax season. We currently have five homeowners who have not paid first quarter dues.

VI. Manager Report

a. Sprinkler System - Zone 7 is not working in the park area. Integrity Turf will come out see what the problem is and try to fix it. They will also do the backflow for the system.

b. Neighborhood lighting - Contacted Lynn Electric about fixing the lamp post light near Briarwood entry road. Lynn Electric will come out for assessment.

c. Front of Fence Landscaping - Melissa talked to Integrity Turf about front of fence landscaping and taking care of the overgrown weeds through the year.

d. Violation Letters - A homeowner has been sent a 5th violation letter, but there is no record of delivery. Wamelink moves to file a lien on the property. Brougher seconds. All

in favor. We will need to update the lien to refile every year. Dunbar motions to update any existing lien which will get revisited and refiled on an annual basis. Berger seconds. All in favor.

A second homeowner received a 5th violation letter and signed for the delivery. Wamelink moves to send a lien letter pertaining to one violation and the fees incurred. Hensley seconds. All in favor.

VII. Old Business

- a. Postal Center Plexiglass follow-up – the plexiglass is replaced with a glass pane.
- b. Neighborhood Garage Sale – May 30th.

VIII. New Business

- a. 408 CB Landscape Application Review – Hensley moves to approve. Dunbar seconds. All approve
- b. 409 V Landscape Application Review – Dunbar moves to approve. Brougher seconds. All approve.
- c. Front of Fence Clean Up Review – see manager’s report above. Wamelink moves to have Bret Anderton take care of the few overgrown front of fence beds which will take extra work. Dunbar seconds. All approve.
- d. Outdoor light fixture Application Review - Berger moves to approve. Schmidt seconds. All approve

IX. Next Meeting – May 18, 7:00 PM at 409 Vine St.

X. Executive session – Dunbar calls a 10 minute Executive Session meeting to order at 8:06 PM. The meeting ended at 8:15 PM

XI. Adjournment – Meeting adjourned at 8:20

Approved, May 18, 2026