

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

MEETING MINUTES

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

Board members not in attendance: Megan Hensley

Others: N/A

I. **Call to Order** - Dunbar called the meeting to order at 7:05 pm.

II. **Record of Attendance** - Brougher recorded attendance.

III. **Homeowner Comments** - none

IV. **Minutes** - Dunbar moved to approve June minutes. Wiebe seconded. All approve.

V. **Treasurer's Report**

- a. Corrections - The corrected mowing charges have been billed and paid.
- b. Fines - Homeowners incurring fines will receive monthly notices with updated balance owed.

VI. **Property Manager's Report** - Two new homeowners have received welcome gifts, copy of the Declaration of Easements, Covenants, Conditions and Restriction, and a copy of Briarwood community Association Rules and Regulations.

VII. **Old Business** -

- a. Front of fence flower beds - Will be discussed at the annual meeting this September

VIII. **New Business** -

- a. 408 Vine Dr. landscape drainage location - Berger motioned to approve. Dunbar seconded. All approve.
- b. 417 Vine Dr. drainage and landscaping plan - Dunbar motioned to approve. Berger seconded. All approve.
- c. Fall Meeting date and agenda items - 1) Sidewalk maintenance and repair 2) front of fence landscape.
- d. Homeowner outdoor house lights - Dunbar motioned for bug friendly yellow lights in addition to white bulbs. Brougher seconded. All approve.

- e. Landscape design approvals - Hickam will send a letter to multiple homeowners asking for design plans along with a reminder that design approval from the Briarwood HOA Board is necessary before the start date of any project.
- f. Annual neighborhood meeting date - September 20th - 5:00 dinner, meeting at 5:30.

IX. Executive Session - N/A

X. Next Meeting - August 10, 2026

XI. Adjournment - 8:41 PM. Dunbar motioned to approve. Schmidt seconded. All approve.

Approved August 5, 2026