

BROOKEDALE WEST

Homeowners Association (HOA) Annual Meeting

Agenda/Minutes for 02 November 2020

Meeting: 02 November 2020 – 7:00pm – Zoom Meeting (Thank you, Aimee Grahn!)

Participants: Gordon Duda, Jim Gaul, Aimee Grahn, Jessi Lee

Treasurer Report: All but 1 house is paid for 2020-2021 Assessment

Old Business:

1. President Report – Halloween success
2. 1st Halloween House Decorating Contest – Great success! It really seemed to bring the neighbors together and there was so much fun had at a safe distance.
3. Fall Social Event – November 8th – Food truck/donut truck, no craft (rising COVID cases)
4. Jim has been working through a list of attorneys to find one that may be able to help us
5. Christmas Vacation Light Competition – think it is a great idea; Michelle will work on a flyer
6. Lien on house with outstanding dues
7. Drainage Issues: Neighbors came together and helped and job is complete! City estimate was ~\$7000.00, with neighbors as labor came to ~\$1250.00
8. Landscape/Garbage bin issues – HOA will address with letters

New Business:

1. Eroding dirt where the white pipe comes from along Firewood – good size hole – Aimee to call city

Actions:

Date Action Assigned	Action	Point of Contact (POC)	Date Closed	Update
09.01.2020	Bylaw update	J. Gaul		Jim has contacted attorneys to come up with a cost; Jim is currently proofreading the typed up versions of Deed of Restrictions; Jessi to drop box off to Jim and Gordon to check with older board members
09.01.2020	Playground update	J. Porwoll		Met/Exchanged emails with Brookedale Woods (Tom) and Hunters Creek

				(Alan); going to get with Ben Weaver; update and not overhaul required
09.01.2020	Donut Day Signs	J. Lee	10.01.2020	No update required
09.01.2020	Directory uploaded onto BWest website	J. Lee	10.01.2020	Decision to not put directory on the website until we ask permission with next due letters.
09.01.2020	Drop off letter for homeowner with unpaid dues and contact realtor of other homeowner	J. Lee	11.03.2020	Jessi to contact Brian and ensure they are still outstanding; Jessi will update Gordon 11.02 – 1 house left to be paid
09.01.2020	Order sandwich boards and locks	J. Lee	10.01.2020	Ordered, awaiting delivery
10.01.2020	Kids craft for November Donut Day	K. Wagner	11.02.2020	Cancelled due to increase in COVID cases
10.01.2020	Social Media request for help digging drainage issue between Silvervale and Shellbourne	A. Craig / J. Lee	11.02.2020	Project complete
10.01.2020	Draft trash bin warning letter to Residents	J. Lee	10.02.2020	Letter provided to J. Gaul and J. Porwoll
11.02.2020	Budget proposed for 2021	G. Duda		

Next Meeting: Tuesday, 01 December (Meeting) – Zoom 7pm

Minutes by Jessi Lee, Secretary