

## **BRASSWOOD BOARD MEETING MINUTES MAY 30, 2007**

The meeting was held at Chris Wertzberger's home.

### **ORDER OF BUSINESS**

#### **Meeting called to Order**

6:35p.m.

#### **Attendance**

Present—Dean Holmes, Mike Roman, Oscar Goedecke, Ryan Perry, Robin Markwell, Chris Wertzberger, Scott Snider, Paul Hulseberg, Debra Stalcup, and Judy Minton.

#### **Approval of Minutes**

April 29<sup>th</sup> minutes were approved.

#### **Introduction of new board members**

Dean had the newly elected and second year board members introduce themselves and give a 2 minute bio that included family, business, hobbies, etc.

#### **Election of New Officers**

President—Oscar Goedecke

1<sup>st</sup> Vice President—Ryan Perry

2<sup>nd</sup> Vice President—Debra Stalcup

Secretary—Robin Markwell

Treasurer—Chris Wertzberger will remain in the Treasurer position

Dean Holmes offered to continue working on city related projects, specifically neighborhood street repairs and restoration of the frontage on the east side of the east entrance. The board agreed to make him board liaison for city related projects for the next 5 or 6 months.

#### **Financial Report**

Chris distributed copies of the monthly financial report and gave a brief summary of the various items and categories contained in the report. A small number of invoices related to pool expenses, decorative lighting, etc. still need to be paid, so Chris informed the board members that he would have a much better idea of where the association stands financially at the end of June. Chris let the board know that he pays the majority of invoices directly since all receipt/statements are sent to him before being forwarded to NSC. This way he has an accurate accounting of all expenses and can make sure they are categorized correctly. He also made mention that he keeps a small amount of petty cash on hand for reimbursements and small invoices.

There are still some communication issues with NSC and Jennifer who is handling our account. Chris has discussed this with NSC owner Bob Shoemaker. NSC is currently handling 80-90 other HOA accounts. Dean informed the board that a file containing

information on other firms providing similar services is available should the current board decide to make a change in the future.

### **Update on current projects and projects that require attention**

Dean reported that there would be one additional expense involved in the pool work that has been done. The city inspectors have requested that either an engineer or architect sign off on the project before they will do their final inspection. This expense is expected to be \$350-500. We are also awaiting the invoice for the decorative lighting at the east entrance, which he indicated should be here in a couple of days.

Jim Segerstrom had asked Mike Roman about getting the ice machine at the pool repaired. There would be a \$75 service call to get someone out to look at it and give an estimate for the repairs needed. The location of the ice machine is a problem for city inspections due to the proximity of the restroom doors. Disability related situations require that a disabled person be able to open the doors completely. The board was informed about the ice machine being in a constant state of repair, and the fact that six packs of beer are sometimes put in the machine to cool, thereby contaminating the ice that children sometimes pull out of the machine. A motion was made to dispose of the ice machine, and was seconded. The motion was approved with one dissenting vote.

Debra suggested we have a soda machine installed in the pool area, and offered to contact certain vendors to get more information and report back to the board in June. According to Debra, the only neighborhood expense would be getting the electrician (Ron Faupell) to install an outlet for the soda machine in a suitable location.

Dean explained to the board that they have two (2) major issues that are considered priorities in 2007-2008, one being the replastering of the pool (early 08), and the second, automating the sprinkler system in the commons area so the association doesn't have to rely on homeowners to install the large sprinkler heads to water the commons area every couple of hours.

Mike Roman told the board that he will be responsible for handing out any keys to homeowners who have not yet picked up their keys. NSC will send him a delinquent list every Monday, so that he knows who is entitled to keys and who isn't. Dean let the board know that he will prepare an article for the next newsletter highlighting the penalties for mishandling these new keys.

Some board members were notified by homeowners that the new flag at the west entrance was askew and needed to be repaired. Dean explained to everyone that Phil Stack had already contacted Budget Flag and Banner, the company that installed the pole, and they are scheduled to come out within the next couple of days. They also need to provide the association with a set of keys so we can access the cords that hold the flag in place.

### **4<sup>th</sup> of July preparations and discussion**

Dean provided the group with the follow-up notes from the post 2006 festivities, a contact list of the vendors and services providers used to prepare the festivities, and a social committee sign-up sheet with the names of homeowners who have offered to help

with this year's event. No decision had been made on who will chair the committee. Dean told the group that Lauri Stucki had offered to co-chair, but that some people had reservations due to the Stucki's delinquency status with dues. Dean indicated that it was up to the board on how they wanted to handle the situation. One board member had no problem with her working on the committee, but not chairing it. The new board President expressed considerable concern regarding the liability issues with the fireworks, and the fact that even though the association is not involved in any way, shape, or form, the ancillary impact it might have on the association. The board decided to schedule a meeting for the following Thursday to discuss preparations for the 4<sup>th</sup> of July festivities, potential candidates for chairing the committee, and notifying parents with a disclaimer that the association cannot, nor will they endorse, advertise, publicize or take part in any actions involving the use of fireworks.

### **Committee Chairmanships**

There were some inquiries as to who chaired certain committees, and Dean informed the group that the information is in the front of their directories. Dean notified the group that Colleen Costello has resigned as Landscaping Chairman, and that a new chairperson needed to be appointed as soon as possible. The person selected would be Evergreen's (association's lawn maintenance company) contact person regarding work that needs to be done, weekly maintenance, sprinkler repairs, and keeping a general eye on the work performed by the vendor.. Paul Hulseberg will talk to his wife, Peggy, to see if she was interested.

### **General discussion items (focus, planning, strategies, etc.)**

Dean encouraged the board to interact with and develop a good relationship with Stew Segerstrom, President of the association for the Brasswood Gated Community. The gated community was kind enough to contribute funds for the restoration of the 150<sup>th</sup> frontage following the widening fiasco of NW 150<sup>th</sup>. Residents of the Gates pay a monthly fee for use of the pool here in Brasswood. Dean also recommended that we invite Councilman Patrick Ryan to one of our meetings later this summer or in the fall to discuss items important to Brasswood. Mike Roman explained that Councilman Ryan was very helpful in scheduling two of our streets for repairs, as well as making sure the 150<sup>th</sup> widening project was completed before Thanksgiving of 2006. Public Works Director, Dennis Clower and his chief assistant, Laura Story, are 2 others who need to be kept informed of street repair issues. The letters sent to Clowers last year by our homeowners were also a powerful communication in getting the two streets scheduled for repaving this fall. Dean strongly encouraged the board members to think in terms of the entire neighborhood when focusing on projects, capital improvements, etc. He also let the group know that we have a good relationship with both the police and fire departments and cited a couple of examples of how we work together.

### **Scheduling dates and meeting sites for future meeting.**

Dean told the new board that it is good to be flexible when scheduling meetings, and that it would be up to them how often meetings are necessary. It was also suggested that they rotate homes for meetings, so that everyone shares in the expense. It also gives the group a chance to meet the other families.

**Next Meeting**—Thursday, June 7<sup>th</sup>, 6:30 p.m. @ Paul's house 1540 NW 143<sup>rd</sup>.

**Adjournment**

Meeting adjourned at 8:45 p.m.