

Brookwood Homeowners Association
PO Box 40416 Grand Junction, CO 81504
brookwoodhoagj@gmail.com

Annual Winter HOA Meeting Minutes

Date: February 4, 2025 6:00 p.m.

Location: 2981 ½ Brookwood Drive

Present: **President**-Becca Shepard, **V. Pres**-Karla Lanam, **Treasurer**-Bill Meurer, **Secretary**-Vianne Westbrook, **Website Technician**-Mike Yeager, **Board Members**-Dustin Shannon, Dana Martinez. Brenda Bachmeier, Alana Skinner excused.

Meeting called to order by Becca Shepard at 6:05 pm.

OLD BUSINESS: Discussion regarding the need for surveillance cameras around the HOA parking lot. Bill will check the shed for electrical outlets. The cameras across from the lot may be sufficient.

NEW BUSINESS: HOA dues-79 residents have paid, 20 left to collect from. Bill will give the collection list to Vianne by February 20, 2025. She will hand deliver or mail a second notice. Dana suggested the subdivision stone markers be painted. Karla volunteered to take care of it when the weather warms up.

HOA Insurance: American Family Insurance will not renew our \$950.00 liability insurance policy ending 3/28/25. (AFI is cancelling all policies in Colorado). Our current agent suggested a similar policy for \$1,966.00. It was moved, seconded and voted unanimously to accept the transfer to the new policy prior to March 28. Bill will contact the agent.

HOA Website: Mike Yeager reported \$256.00 is the annual cost for monthly computer maintenance (Gate.com)

Annual HOA Fall meeting: Board set date for September 13, 2025. Rather than pay \$15.00 a plate for the meal, Vianne volunteered to plan and purchase the food in advance. Dustin volunteered to roast pork for sandwiches. HOA treasurer will reimburse for food and meal purchases. Karla Lanam will reserve the free City Neighborhood Block Party Trailer. RSVP requests will be included in the Annual Fall Meeting notice to provide an attendance count.

Treasurer Report: 2024 payments-Post Office Box rental \$520.00 (\$260.00 paid twice a year). Secretary of State fee 25.00. Dog Excrement bags \$250.00 and new keys made for locked bag post areas. Bill, Karla and a current resident now have new keys. Common area new irrigation system and upkeep \$900.00. Tax preparation for 2023 was \$125.00. The 2025 payments will be issued for HOA website maintenance, new insurance policy, dog bags, post office box rental, Secretary of State fee, common area upkeep and surveillance cameras if necessary. Bill offered to prepare the IRS 2024 tax forms for free. It was moved, seconded and voted unanimously to provide Bill a \$50.00 check plus postage. HOA dues generated \$4,950.00 with expenditures at \$4,346.00. Our largest expense was landscaping, installation of irrigation system and leaf/weed maintenance. The Board discussed late fees for nonpaying residents (possibly rentals). Karla suggested caution in charging late fees due to the restrictions set by the Governor of Colorado. Residents are encouraged to contact the Board immediately if a payment plan is needed. Board members discussed the suggestion of increasing the dues by \$10.00 per year bringing each payment to \$60.00 per year generating \$5,940.00 annually.

Following the City clean up Day, Board Members will be conducting a Saturday morning walk through the Brookwood subdivision, making notes regarding clean ups and possible violations.

New to the neighborhood? Neighbors, contact HOA Board to let us know. Karla prepares welcome gifts for delivery.

Meeting adjourned at 7:00 p.m. by President, Becca Shepard

Respectfully submitted,

V. Westbrook, HOA Secretary