

Brandon Brook Homeowners Association, Inc.
Board Of Directors Meeting
March 28, 2006
Brandon Community Center
510 Sadie Street – Brandon, Florida

Minutes

Call to Order: The meeting was called to order by Bill Davis, President, at 7:02 p.m.

- **Verify Quorum** - It was verified that a quorum was present. Directors Bill Davis, Claudina Doyle, Ange White and Marsha Schwartz were in attendance. McNeil Management was also present.
- **Confirmation of Proper Meeting Notice** – It was confirmed that the meeting sign had been posted in a timely manner at least 48 hours in advance of the meeting.
- **Approval of Minutes** – Bill Davis moved to approve the minutes as reviewed. Second and passed unanimously.

Financials: Financials were presented.

- The bank account balance at February 28, 2006 is \$106,360.26.
- The year-to-date budget variance is a net loss of \$3,670.87.
- Delinquent accounts were reviewed totaling \$1,604.00. Delinquent accounts were turned over to attorney for collection on 3/16/06.
- Bill Davis indicated that Complete Landcare should be reimbursing HOA for approximately \$35 overcharge for drip irrigation repairs due to damage caused by landscaper.
- The report is filed for audit.

Unfinished Business

- Discussion regarding who will and how to manage the workload involved in the fining process. Manager to follow up with attorney Robert Tankel regarding his suggestions for procedures following initial attorney letter.
- Bill Davis provided updated information regarding new signage at Mt Carmel and fencing at pool. New sign delayed several more months due to permitting, build and install. Fence to be installed within next 7-10 days.

New Business

- Ange White moved to accept landscaper proposal for one time clean out of retention area. Second and passed unanimously.
- Brief discussion regarding tables, benches and play equipment for pool/playground areas. Bill Davis to get more information and present at future meeting.
- Claudina Doyle asked manager to follow up with landscaper regarding re-mulching at Valrico entry. She also inquired about possibility of adding flowers to Mt. Carmel entry for added color. Manager to ask landscaper for recommendations and pricing.

No Committee Reports

Adjournment

- Bill Davis moved for adjournment at 8:18 p.m. Second and meeting adjourned. The next meeting will be held April 25, 2006.

Claudina Doyle, Secretary

Date