

Brandon Brook Homeowners Association, Inc.
Board Of Directors Meeting
August 22, 2006
Brandon Community Center
510 Sadie Street – Brandon, Florida

Minutes

Call to Order: The meeting was called to order by Bill Davis, President, at 7:03 p.m.

- **Verify Quorum** - It was verified that a quorum was present. Directors Bill Davis, Marsha Schwartz, Ange White, Michael Hansen and Claudina Doyle 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 June 30, 2006 is \$97,529.67.
- Delinquent accounts were reviewed totaling \$3,151.00.
- Board directed manager to proceed with attorney collection for any lot who has failed to pay or make arrangements to pay their assessment by September 7, 2006.
- Bill Davis moved to transfer \$25,000 from operating account to Certificate of Deposit at highest available rate for term of 13 months or less and to transfer \$35,000 from operating account to a Money Market account. Second and passed unanimously. Manager to create new accounts and arrange for transfer.
- The report is filed for audit.

Unfinished Business

- Bill Davis provided updates on the new Mt. Carmel signs. County now asking for plat maps of affected areas. Bill working to satisfy county requirements so permits can be obtained. Once permits are obtained, sign installation should proceed.
- Playground equipment discussion tabled for later meeting, waiting on additional research.
- Bill Davis indicates that the Speed Bump project is proceeding. The proposal goes before the B.O.C.C. for consideration on September 12, 2006. Money is already allocated for these types of projects so the projects are normally approved.

New Business

- Bill Davis presented information regarding curbing which could be installed around plant beds at entryways. Ange White moved to hire Chameleon Curbing to install curbing at both entryways at the cost of \$1,698.00. Second and passed unanimously.
- Manager was asked to have men's restroom window replaced at poolhouse. Window was broken by vandals.
- Manager will email list of those lots who have failed to respond to official violation notices. Manager will follow up with Association attorney regarding the mass turnover of these units for rule enforcement actions. Manager to obtain cost estimates for the required attorney actions.

No Committee Reports

Adjournment

- Bill Davis moved for adjournment at 8:30 p.m. Second and meeting adjourned. The next meeting will be held September 26, 2006.

Claudina Doyle, Secretary

Date