

**Townhomes of Brevard HOA  
Board of Directors Meeting  
September 13, 2023  
Minutes**

**1. Call to Order**

The meeting was called to order at 6:00 pm.

**2. Determination of Quorum**

Quorum was established with 4/5 members present. (Joanne Minchak absent)

**3. Approval of Minutes-Tami Redmond** motioned to approve the minutes from August 9, 2023, 2<sup>nd</sup> by Amy McKowenl and approved by all.

**4. Report of Officers: None**

- a. **Financials**-Rick Whitman from Fairway Management reported that the Operating balance was \$91,666.52 and the Reserve balance was \$92,897.65 for a total of \$184,564.17 on August 31, 2023.**2024 Budget**-Rick Whitman reported that the preliminary proposed 2024 Budget set the monthly assessment at \$440 in order to have sufficient funds to pay the expenses at the end of 2024. Rick will send the Board the proposed 2024 Budget Worksheet this week for review and questions before the November meeting to approve the 2024 Budget. Rick also reminded the group that the insurance would be financed over one year when due in November, but that this does not diminish the fact that the monthly assessment needs to be at \$440 or even higher.

**5. Old Business:**

- a. **Declarations Revisions**-Donna Campbell has not heard anything from the attorney for the status of the proposed changes.
- b. **Patios on Common Property**-Tami Redmond reported that many responses were received, some in favor and some against. Tami will send the Board the responses that she received by email. The plan now is to put this change to the Declaration on the Annual Meeting Agenda, and let the owners decide if they want to have the option of adding a patio to their footprint. Tami will also send another email to those who have not responded requesting their input on the issue.
- c. **ARC Form**-The ARC form will be used as it now is written with the possibility of revising it in the future.
- d. **Meter Boxes**-Tami Redmond is working with Premier Electric to coordinate FPL shut off of the power so the work can be done.
- e. **Stump**-The stumps shave not been removed and Rick Whitman will contact Jeremy again to have the stump at Units 16 and 17 removed.

**6. New Business:**

- a. **HO3 Insurance**-Rick Whitman will contact Victor from Assured Partners and find out if they handle HO3 coverage.
- b. **Annual Meeting**-The agenda for the Annual meeting may include the Patio Amendment and the switch to HO3 insurance coverage by unit owners.

**Next Meeting-Wednesday, November 8<sup>th</sup> to approve the 2024 Annual Budget, at 6pm at the carport.**

**Adjournment**-Motion to adjourn meeting at 7:16 pm, approved by all. Minutes prepared by Rick Whitman.