

**Townhomes of Brevard HOA
Board of Directors Meeting
December 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 5/5 members present.

3. Approval of Minutes- Amy McKowen motioned to approve the minutes from November 8, 2023, 2nd by Joanne Minchak and approved by all.

4. Report of Officers: None

- a. **Financials-**Rick Whitman from Fairway Management reported that the Operating balance was \$35,662.52 and the Reserve balance was \$30,696.96 for a total of \$66,359.48 on November 30, 2023.
- b. **Amendment Documents-**Rick Whitman handed out the documents that would be needed to amend the Declarations for either the HO3 insurance and/or the Patios. After much discussion about the feasibility of making the insurance change, it was decided that Rick will develop projections of the monthly premiums for at least the next five years for everyone to review. The meeting in January will be used to finalize the amendments that will be presented for the Annual Meeting which will now be on Thursday, March 21, 2024/
- c. **HO3 Insurance-**Tami Redmond presented information about the HO3 insurance but more information is needed before a decision to change can be made in January.
- d. **Annual Meeting-**Rick Whitman indicated that he would not be available on March 14th and will change the date with the Church for Thursday, March 21, 2024.

5. Old Business:

- a. **Declarations Revisions-Not discussed.**
- b. **Patios on Common Property-**It will be decided at the January meeting whether to have the addition of patios as an amendment to the Declarations in March.
- c. **Meter Boxes-**Not discussed.
- d. **Stump-**Not discussed.

6. New Business:

- a. **No Trespassing Signs-**Amy McKowen motioned to approve the purchase of three No Trespassing signs for the three gates on Flug Avenue, 2nd by Joanne Minchak and approved by all.
- b. **Lights-**Amy McKowen will provide new light bulbs for the lights that are not working.

Next Meeting-Wednesday, January 10, 2024, at 6pm at the carport.

Adjournment-Motion to adjourn meeting at 7:15 pm, approved by all. Minutes prepared by Rick Whitman.