

**Townhomes of Brevard HOA
Board of Directors Meeting
April 24, 2024
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-Joanne Minchak motioned to approve the minutes from February 15, 2024, 2nd by Tami Redmond and approved by all.

4. Report of Officers: None

5. Management Report-Rick Whitman reported that the Operating balance was \$80, 590.24 and the Reserve balance was \$41,460.86 for a total of \$122,051.10 as of March 31, 2024. Rick also reported that only Unit 40 was in arrears. It was indicated that Unit 40 is for sale.

6. Old Business:

- a. **Declarations Update**-Tami Redmon reported that the HO3 Amendment had passed, and the Certificate of Amendment should be recorded soon. Rick Whitman reported that the Patio Amendment did not pass but that the attorney confirmed that the Declarations provided for the ARC Committee to be able to set the guidelines for patios and approve their installation.
- b. **Meter Box Repairs**-Tami Redmond reported that the repairs were completed.
- c. **Stumps at Units 16 and 17**-Tami Redmond reported that the stumps were ground down and an irrigation pipe was damaged. Rick Whitman will contact In Motion to check the damaged pipe.
- d. **Replacing light bulbs**-Rick Whitman indicated that there are two new light bulbs in the HOA Box and Alberto Nobili agreed to install them once he confirmed which lights were out.

7. New Business:

- a. **Insurance Status**-Rick Whitman reported that the HOA Insurance would be cancelled as of June 1, 2024, and that a refund has been requested. The Board tentatively agreed to consider refunding some of the insurance refund directly to the 52 Unit Owners rather than lower the Monthly Assessment. Rick Whitman indicated that a reduction in the Monthly Assessment will then be in the 2025 Budget. This issue will be finalized at the June 10th meeting.
- b. **Patios**-Based on the confirmation of the attorney, the installation of patios will be under the control of the ARC Committee.
- c. **Roof Leaks**-Tami Redmond reported that she and Alberto Nobili were working with a roofer to fix the roof leaks (Which the unit owners will be responsible for paying) and stucco repairs will be paid for by the HOA.
- d. **Palm Tree Trimming**-Rick Whitman will contact Jeremy from Melbourne Landscaping and request a quote for trimming the palm trees in June.
- e. **Gutter Cleaning**-Rick Whitman will request a quote from Jeremy from Melbourne Landscaping to clean the gutters as well.

Next Meeting-Tami Redmond will contact the Baptist Church and request to use a meeting room in the church for the June 10, 2024, Board meeting at 6pm (The Board approved having meeting every other month beginning with June.

Adjournment-Motion to adjourn meeting at 6:36 pm, approved by all. Minutes prepared by Rick Whitman.