

BROOKWOOD HOMEOWNERS ASSOCIATION, INC.

A Corporation Not for Profit
11555 Central Parkway, Suite 801
Jacksonville, FL 32224

Regular Meeting of the Board of Directors

April 15, 2021
Cypress Trails Pavilion

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:32 p.m. by Anna Hornstein, Property Manager from First Coast Association Management.

The following Board members were in attendance:

Bill Fitzgerald, President
Karen Higgins, Vice President
Ty Blake, Treasurer/Secretary

The roll was called and a quorum of the Board of Directors was certified to be in attendance. Two homeowners were also in attendance.

REVIEW OF UNAPPROVED MINUTES

Minutes from the Regular Board meeting held on January 28, 2021 were reviewed. Following review, a motion was made, seconded and passed unanimously to approve the minutes as recorded (Fitzgerald/Higgins).

FINANCIAL STATEMENT REVIEW

Anna reviewed the financial statement for the period ending March 31, 2021. The Association ended the period with an operating account balance of \$48,493.63. Year to date income earned was \$13,877.62 and year to date expenses were \$13,308.97. Accounts receivable totaled \$2,270.37. Following review, a motion was made, seconded and passed unanimously to approve the financial report (Fitzgerald/Higgins).

PROPERTY MANAGERS REPORT

Anna reported that the community common areas are in excellent shape. Anna informed the Board that Down to Earth completed the granular and ornamental fertilizations in April. Homeowner Elaine Prisby installed red and white pentas at the entrances. A dead pine tree was felled behind 417 Wayfare Lane by Odoms Tree Services. Ty Blake informed Anna that the drainage concrete box located at the Willow Ridge entrance was overgrown with a large shrub growing from the grate. Anna will contact David Ray with Nocatee CDD to inspect and remove the growth. Yard of the month will resume from May to September 2021. Anna will purchase \$25 Lowes Giftcards, inspect each month and select a winner from the homeowners that are nominated by the Board. Bill Fitzgerald will deliver the gift cards and congratulations letter with the gift cards to the monthly winners. Anna will contact Ty Blake prior to inspecting the community each month for violations. Ty will join Anna on the drive throughs.

COMMITTEE REPORTS

Property- No Report

Social/Welcome – Karen Higgins reported that only one homeowner has moved in since August 2020. The yard sale will be held with other Nocatee communities on Saturday April 17th.

Website/Communication – Terry has been committed in posting to the community website as necessary.

UNFINISHED BUSINESS

None

NEW BUSINESS

Review Pending ARB Applications

Applications for landscape designs and exterior painting were reviewed by the Board. The following properties were approved to complete the modifications per the plans that were submitted: 78 Vestavia Court for exterior painting, 55 Wayside Lane for landscape design and 72 Wayside Lane for landscape design.

HOMEOWNER COMMENTS

None.

ADJOURNMENT

With no further business to come before the Board, a motion was made, seconded and passed to adjourn the meeting at 7:42 p.m. (Fitzgerald/Higgins)