



Brookside Home Owner's Association Board Meeting Minutes from October 12, 2015

1. Meeting Commencement
2. Attendance
 - a. Don Avore- Vice-President and Architectural Review Committee
 - b. Susan Bailey-Treasurer
 - c. Trayce Howe-Secretary
3. Treasurer's Report
 - a. We currently have \$10,523.19 in the account
4. New Business
 - a. Resignation of President Dave Bass- Dave submitted his resignation on October 7, 2015 and VP Don Avore accepted per bylaws. Don moved to wait to elect the new President until the board positions are filled at the next HOA annual meeting. None opposed, motion passed.
 - b. Don Avore motioned to schedule the next HOA annual meeting for November 16, 2015 at 7:00 p.m. at First Wesleyan Church. None opposed, motion passed.
5. Old Business
 - a. Bylaws Reminders
 - i. the HOA board needs to meet at least four times a year
 - ii. we need at least five board members, none of which can be in the same household and at least one member of the opposite sex
 - iii. a quorum consists of at least three board members
 - iv. board positions are for two year terms
 - v. minutes from the board meeting should be posted fifteen days after the meeting on our website
 - b. HOA Meeting Reminders:
 - i. notice of annual HOA meeting needs to be posted on website thirty days in advance
 - ii. signs regarding the HOA annual meeting need to be placed at the entrance at least seven days in advance
 - iii. HOA board meetings dates need to be posted on our website so that anyone can attend
 - c. Discussion of possibly putting in speed bumps – no action
 - d. Discussed Architectural Review inquiries and approvals – no action
 - e. Discussed next dates for HOA board members- will determine once new board is in place
 - f. Discussed handling of website and/or email inquiries and responsibilities of the board members to respond – no action
 - g. Discussion of delinquent HOA fees – no action
6. Meeting adjourned