



BROOKHAVEN ANNUAL HOA MEETING

January 15, 2022

Minutes

The Annual Meeting of the Brookhaven HOA was held at 1320 North Springs Recreation Center from 11:00 a.m.- 1:00 p.m.

Sylvia J. Beall, President, called the meeting to order at 11:05 am.

Board Members Present:

Sylvia J. Beall, Annette Hamilton, Judy Hart, Willie Horton, Jacqueline Williams

Election Ballots were given to each homeowner upon entering along with Forum form and Brookhaven HOA 2022 Calendar.

Sylvia welcomed everyone to the Annual Meeting. Sylvia explained the Rules of The Road using Roberts Rules. Sylvia shared that the Homeowner Forum would start at 12:30; please write your questions, statements, thoughts, etc. on paper to be read at that time by the chair. The Chair/Speaker will acknowledge participant(s); no personal situations can be addressed in the meeting; two minutes per statement or less; respectful of all speakers; Security Guard present

Nomination Chair Marlene Biggs read off the nominee Sylvia J. Beall for the vacant 3-year position: As an uncontested slate the Nomination Chair moved that we elect by acclamation Sylvia J. Beall

Sylvia introduced Derrek Pugh Richland County Council District 2 Member. Mr. Pugh took questions after his presentation.

Sylvia introduced Captain Chris Duke our Region 6 Captain and Deputy Deidre Ball Community Action Team (CAT). They took questions after their presentation.

Sylvia introduced Ed Lauer Brookhaven Community Manager.

Rules of the Road were then shared

Forum form was also distributed to those interested in presenting their questions, concerns, and issues.

President's/Board Report

The Board of Directors wants to **thank** all Homeowners for their support of the Board over the past year; the cooperation in maintaining the integrity we want in our community and the support to each other.





Brookhaven Angels

Ten families were sponsored this year. A big thank you too all that participated

ARC

All ARC Approvals have been inspected to make sure they were in compliance; ARCs are done usually every week due to the rising cost of construction materials; Applications should include a picture; 82 requested ARC's-most approved, several approved with modifications; when denied usually not enough information included in the application; buckling siding issues received letters; Solar process now in place; use of different material for fences is ongoing as research does not show communities mixing material for fences-brings the value of the homes down as aesthetic look is not pleasing; no process to incorporate many different materials into one street

Back to School Bash

Thank you to everyone who contributed to the many school supplies given out

Board

Quarterly Meetings are being held for the Board; Board Members attended all community activities; The Board answered questions, emails, phone calls and had lots of conversations with homeowners; still looking for location for amenities;

Cedar Management Group (CMG)

Weekly meetings are held and daily contacts are made for all inquiries by homeowners; inspectors process was explained; violations can be appealed or asked to be removed if not your car/house/issue

Committee Activities

Due to COVID most committees were on hold unless a need arises, most everything is set up through the first year process

Communication

Ongoing communication via Reader Board, Tuesday Reminders, Weekly Covenants Facebook, Webpage, updated all documents after the election; minutes are on CMG and our community website; Bulletin for non-email owners; Newspaper articles; Educated residents of different processes; Answered emails, building email listing; handled phone calls; personal meetings; Annual Meeting Letter mailed; Assessment Invoice mailed; Budget mailed

Community Activities



Participation for all activities in 2021 were 897 families; Hayride; Christmas Party for children; Christmas Party for adults; Caroling; Bingo/Game Night on hold due to COVID National Night Out

Events

Minors must be accompanied by an adult at any activities

Community Service

Clothing donations to several families; Bedding for some families; Clean sweep netted 19 tons of trash; ThanksGIVING; Holiday Blessings, Brookhaven Angels; Food Bags monthly; if anyone is in need please email the HOA for resources-all kept confidential

Contracts

Towing; Landscape; Management Company; Security; Insurance are all on contract

County report

ATT fiberoptics all around community completed; Hobart closing in the works; Buckled sidewalks ongoing being addressed by engineer; Streets cleaned by county; Storm drains being clean out - Do not put stuff down them; Attended Council Meetings; Hobart paved near railroad tracks - going to be cleaned up on a regular basis; Speed Bumps not enough signatures from homeowners to install; Communicating with Council Pugh and other council members; Sidewalk approved for Spring Park entrance final stage for implementation; Holding Ponds fixed; Represented at Richland County Neighborhood Community; Attended Sewage Hearings; COMET input; Retention Ponds Being worked on; Tractor trailers near hospital being removed; Trash around empty buildings being picked up near Lowes

Entrepreneurs In Brookhaven

Rotate weekly via email our 36 Entrepreneurs information

Financial

Quarterly past due invoices are mailed; over \$400.00 accounts turned over to attorney for collection; Late fee of \$25.00 applied to any balance over 100.00 monthly; Please make a payment plan if you cannot pay your assessment or violations

HOA Rental

Family moved in to our rental and signed a lease

Landscaping

Tree replacing at Spring Park entrance; Fountain in retention pond at front being placed; Reader board being lite up once electric is in place; Landscape Plan phase 1 and 2 done: Westmoreland pampas grass and elephant ears; Spring Park Roses Azaleas one side and Butterfly Camellias near fences;



Car accident at wall paid for damages; Stop signs, littering, deer signs all installed and replaced; Lights replaced throughout community; person picking up trash weekly being paid;

Legal

Almost 200 cases at attorneys for collection; 14 foreclosures; researching status of Vacant homes

Lighting

Residents can call in lights when they are out; We are calling them in as we see them And following up

New Homeowners

109 Houses were sold for 2021; HOA gets 50.00 Capitalization fee per house

School Support

Principals/Counselors input in our community by food truck area; Advisory Group for local schools requesting board member to attend

Security

Started May 1, 2021; Thank you to Altru; Working with authorities; Surveillance needs List of driveways we can sit at if needed; working on parking safety issues; House checks when owner on vacation; sees Trunks open, Car doors open, Garage doors open all night; Give us a cell phone number so we can alert you of issues

Sheriff

Plain clothes throughout the night; Unmarked cars; Speeding; Running stop signs; Call in any unusual circumstance or person or car; give video to authorities; Prowlers; Sheriff Support

Support Sheriff Lott in gun safety, repeat offenders' law, Hate crime

Anyone that wants to support effort at council/legislative sessions let us know

Met with Code Enforcer

Expired tags

Cars parked in back yard, no tags call Ombudsman

Communicating with CAT, Code Enforcer, Supervisor of Sheriff

Police Academy 2 graduates from Brookhaven

Sunshine

Let us know to send a card for anything: Congratulations, Babies, Get well, Illness, Death, Marriage

Survey Summary

2021

over

Together We Can Keep Our Neighborhood A Great Place To Call Home

hoabrookhaven@yahoo.com

www.ourbrookhavenhoa.com



ourbrookhavenhoa

<https://cedarmanagementgroup.com/support/>



Overall, the Board was rated Excellent, CMG Good, Security good, Activities just right

Thank You

Thanks to everyone who have given suggestions, supported the HOA during the Year

Violations

Number of Properties Inspected 1058 Monthly: **Violation Categories:** Exterior Maintenance; ARC; Improper Storage; Vehicles top violations; Board assists Inspector during inspections; Submit picture of completed issue so it can be noted and possible request fine removal

Website

Gallery set up monthly; Submit pictures; documents updated and posted; Forms out on website

Minutes approval

January 2021 minutes approved and will be posted

Financial Update

2022 Operating Budget mailed out; Grant applied for; waiting on Water credit: Delinquent Accounts \$43,000.00

Old Business

Calendar of Events 2022

Looking into Bus Trip to NY for holiday

Education Sessions

Please let us know Topics and any potential Speakers

Annual Meeting

Any suggestions for next year's speaker(s) let us know

New Business

2022 Plan of Action

Landscaping will be continuing since not much was done since the community was completed

Amenities

2021

over

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Still looking for any land we can build a playground, basketball court, picnic/pavilion (top 3 on survey)

Dominion Energy

Dominion Energy will be doing underground work toward the end of Westmoreland near the towers

What Can I Do

For the Betterment of Brookhaven

See something Say something Do something handout

Anytime you have a video of unwanted activity call authorities

Violations take pictures and submit to CMG anonymously

Submit ARC for anything being done outside front of your homw

Keep current information on file cell phone

Contact HOA/CMG not social media for answers

Any suggestions welcomed anytime

Report lights out to Dominion

Call the Ombudsman's office for any county issue

When you see sprinklers running during the day let us know

Street Signs down call the county

Let us know about any vacant houses

RSVP so Seating, food quantities can be available; email # adult/children

Homeowners Forum 12:30

Write your question, statement, thought on paper

The Chair/Speaker will acknowledge participant

- Comments questions statements will be in general nature pertaining to the agenda item we are on
- no personal discussions/situations





- 12:30 -1 Resident forum afterward if you have a personal issue any board member will listen
- 2 minutes per statement or less
- Respectful of all speakers
- Sergeant of Arms
- Security Guard

Reminder of rules of the road

Forum Questions/Comments/Thoughts:

- What is being done about blocking driveways? Call the authorities an/or submit a picture with an address to violations
- Littering is atrocious on Spring Park and around the community? Paying a person to pick up when they can weekly; Asking for volunteers and families to assist when able
- I just want to thank the board for all their hard work
- Will security be daily? Yes
- Trash cans on the main road? Who is going to empty them daily? Will take under advisement
- Why are Violations only mailed? In March violations will be sent via email and mail
- What is the status of the sidewalks on Spring Park? The County has developed a plan of action to begin early spring

Please submit any other questions you have to the Board or CMG via email anytime

For the good of the HOA

Thank you given to Board Members Annette, Jacqueline, Judy, Willie

Thank you extended to homeowners for attending the meeting

Next Year's Annual Meeting January 21, 2023

Respectfully submitted