

**MINUTES OF ANNUAL MEETING OF**  
**BRIGADOON OWNERS' ASSOCIATION, INC.**

**Wednesday, Feb 23, 2022**

Meeting Location: Brigadoon Pool House

Start Time: 7:30 P.M.

*In Attendance: BOA Board Members – Michelle White (Board President), Rob Gardner (Projects), Sam Holloway (Acting Secretary), and Tricia Gray (Acting Treasurer); Owners (See Attendees Sign In Sheet under separate cover)*

General

- Sam Holloway called the meeting to order at approximately 7:30 p.m.
- xx owners attended the meeting. Thank you for your input and interest.

Topics of Discussion (See briefing slides provided under separate cover)

- Board discussed the following:
  - 2021 Actions and Accomplishments
    - Pool Maintenance completed (cleaning, equipment repairs/purchase, and general pool area maintenance)
    - Current status of on-going road repairs
      1. St Andrews complete pending clean up and repair to landscape damage in private owner's property to be conducted as weather permits
      2. Remaining work on Brigadoon and Inverness to be completed as weather permits. Expected completion over the next couple of months
  - 2022 Planned Actions and Initiatives
    - Change in pest control contractor (combined with TDI grounds maintenance contract for greater efficiency and performance)
    - Purchase of new pool sun shades and pool cover
    - Drain, clean and paint pool surface
      1. QUESTION: Are there any plans to clean/repair stucco walls surrounding pool? ANSWER: Board will evaluate requirement and take action as required. Suggestion for a community work day for clean up was suggested by an attendee.
    - Individual lot maintenance program for vacant lots will be relinquished by the BOA beginning 2022. Owners who have taken advantage of this service in the past have been advised of the change and will now coordinate for this service. The Board has provided information on a potential contractor for their use if so desired.
      1. COMMENT: Is there a concern that this action may lead to un-kept lots? Board advised attendees of actions available to prevent lots from being ignored and becoming an eye sore.
    - COMMENT/QUESTION: Incomplete construction/landscaping continues to be a problem with lot BW36B. Problem has existed for multiple years and appears to have no path for completion. Planned construction appears to be taking place

without Architectural Committee (ACC) approval. What actions does the Board plan to take? ANSWER: The Board has notified the owner both in person and by letter on multiple occasions. Liens have been placed on the property due to non-compliance with our Covenants and in accordance with our By-Laws. The Board, in conjunction with the ACC, will continue to address the situation with the owner as per our By-Laws and take action as required to hopefully reach resolution.

- Financials (see financial report provided under separate cover)
  - Board reviewed 2021 Expenditures vs Planned Budget. Expenditures exceeded planned budget due to unplanned expenses in lot maintenance, utilities and legal fees, but remained within a manageable margin.
  - Board reviewed planned budget for 2022 and future.
    1. CY 2022 Budget includes planned purchases for pool items and estimated costs for pool repairs as noted above. All other budget lines were adjusted for limited inflation or decreased from 2021 due to actual expenditures.
    2. Budget estimate does not support a raise in annual owner's dues from 2021 and will remain at \$700/year.
    3. Future dues planning will take place during the conduct of Board business during 2022. A decision to increase dues in the out years may result following this analysis and a potential plan to establish a funding line to cover future major repairs of infrastructure in an attempt to preclude any future need for Special Assessment. Legal review will be an integral component of this analysis and any decision.
- Board of Directors, 2022-2023
  - Five owners volunteered to serve on the Board of Directors for 2022-2023; Sharon Scroggins, Kay Dye, Bill Barron, Gary Cobb and Sam Holloway.
  - The new Board members will meet on 5 March 2022, 8:00 a.m., at the Gate House to transition with departing members and assign positions and responsibilities.
  - Departing Board Members – Michelle White (President), Rob Gardner (Projects) and Tricia Gray (Acting Treasurer). Please take any opportunity to thank them for their service to the community over the past year.
- Owner discussions/questions: No further discussion/questions from owners took place.

Meeting adjourned at approximately 8:30 p.m.