

# Brookglen Community Improvement Association

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[www.BrookglenCIA.com](http://www.BrookglenCIA.com)

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## December 2022 Meeting MINUTES

**Thursday, December 8th, 2022 - 7:00pm**  
**Brookglen Community Center**

**7:00pm** – Call to order by President David Amyx. Board Members present: David Amyx, Debra Lopez, David Turnquist, Lee Mason Board Members absent: Juan Garza

**7:01pm** – The November meeting minutes were read and approved. Motion by David Amyx, 2<sup>nd</sup> by Debra Lopez. 4-0 vote to accept

**7:02pm** – OLD BUSINESS: The Santa and Gingerbread event was discussed. Scheduled for Sunday, December 11<sup>th</sup> from 5pm-7pm at the Brookglen Community Center. Santa will be there along with Gingerbread houses, cookies and decorating supplies for children and their families. Holiday music, treats and hot chocolate will be available. All free for Brookglen residents.

**7:05pm** – ARCHITECTURAL CONTROL COMMITTEE REPORT: No Report, however we need a replacement for the outgoing ACC Chairperson who is leaving in January

**7:06pm** – NEW BUSINESS: HOA Annual Dues were mailed out this week and should arrive by December 8<sup>th</sup> – 10<sup>th</sup>. The letter includes your annual dues account statement, a ballot for the Brookglen HOA Board election on January 12<sup>th</sup>, and instructions for the new Zelle payment option for dues.

**7:08pm** – NEW BUSINESS: The Zelle app has been implemented for Brookglen homeowners to be able to pay their annual dues (or other fees) to the HOA. Instructions on how to send your payment are in the mailout that is coming to your home with your annual statement. The instructions are also located on the BrookglenCIA website. If you aren't sure how to use Zelle, you will need to contact your bank or credit union to help you set it up for the first time. We are encouraging all Brookglen homeowners to use the Zelle payment option since it deposits immediately into the Brookglen HOA account and there is a digital record of the transaction with your name on it. We are asking homeowners to also include your account #, address, and email with your payment so we can match your payment to your property and in case we need to contact you

**7:10pm** – NEW BUSINESS: The BCIA 2023 Board Elections will be held on Thursday, January 12<sup>th</sup> from 6:00pm – 7:00pm at the Brookglen Community Center. All Homeowners will receive a ballot in the mail this week. Ballots can be returned by mail or delivered in person on election night. One ballot per address. There is a place for write-ins on the ballot. No campaigning inside the building and no voting will take place by show of hands. The paper ballots will be counted beginning at 7:00pm and the results announced at 7:25pm. *The Election and Voting Policy is posted on the BrookglenCIA.com website*

**7:12pm – NEW BUSINESS:** The BCIA Board has requested bids from several professional management companies about taking over the deed restriction enforcement and accounting for the Brookglen Subdivison. The first proposal is to not hire a management company and instead pay a resident to take over the deed restriction enforcement duties. The 2<sup>nd</sup> proposal would have a management company take over deed restriction enforcement and accounting and would cost us around \$20,000 a year (plus mailing costs). This is about 2/3 of our entire annual budget. Option #3 is another management company to take over everything and their bid was almost \$33,000 a year which is more than we bring in each year in dues. The BCIA is looking at all options at this time and is asking resident to provide input and/or volunteer if they are interested. We would rather not have to hand everything over to a management company, but if no one steps up, we will have no choice.

**7:32m – UPCOMING EVENTS:** 1) Santa & Gingerbread Event Sunday, December 11th 2) Heavy Trash December 14-15 3) BCIA Annual Elections & Board Meeting, Thursday, January 12<sup>th</sup>

**7:34pm – PUBLIC COMMENT:** The following topics were discussed during the public comment period. 1) Changing the HOA meeting to every other month instead of every month. 2) Increased crime at the Brookglen Park facilities and car break-ins 3) Allowing businesses to sponsor our events to help defer the cost to the HOA 4) Adding a camera to Brookglen Park for additional surveillance and updating our existing cameras

**7:49pm – Meeting Adjourned**

**The next Board Meeting is scheduled for Thursday, January 12th at 7:30pm in the Brookglen Community Center, immediately following the annual BCIA Board Elections**

DocuSigned by:  
    *Dave Turnquist*     12/12/2022 # of Residents Signed In = 9  
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David Turnquist (Secretary)