

**WESTBROOKE SUBDIVISION HOMEOWNERS  
2021 ANNUAL MEETING MINUTES**

Date: November 9<sup>th</sup>, 2021  
Time: 7pm  
Location: Wren Hollow Elementary School, Multipurpose Room  
Attendees: Trustees – F. Browne, R. Barmeier, C. Barth  
Homeowners – See attached

Trustee Barmeier opened the meeting at 7:03 p.m.


Topics:

1. Review 2022 Budget – Mr. Browne presented the Trustee Approved Budget for 2022 to the attendees, noting that it was very similar to recent prior Budgets (see attached). Revenue is expected to be about \$60,500; Expenses are expected to be about \$64,000, resulting in a slight deficit of \$3,500, with a similar impact on cash. The two largest annual expenditures are for common grounds maintenance and electricity for the street lights, and are expected to be about \$19,500 and \$21,000, respectively. No significant unusual expenses are anticipated.
2. Professional Manager – Mr. Browne announced to the attendees that the Trustees were in the process of hiring a professional manager to take over the day-to-day activities of the Subdivision management. The Trustees are currently negotiating a prospective agreement with Angie Dietrich, Principal at Sterling Management and current financial director for the Subdivision. The agreement is expected to become effective on January 1, 2022, for a one year period, and will require a fee payable to Sterling Management at \$600 per month, similar to Sterling's current charges. Going forward, Sterling would become the initial point of contact for the Subdivision's homeowners, and carry out almost all of the day-to-day activities of the Subdivision. Terms of indemnifications and required insurance coverages are currently being reviewed for propriety. The Agreement would be automatically renewable, but may be terminated at any time with 60 days prior written notice.
3. Playground Renovation – Mr. Barmeier reminded the attendees of the recent upgrades to the community playground, including wooden timbers, ground barrier and pea gravel fill. All were very appreciative of the upgrade to the playground.
4. Trash Hauling – Mr. Barmeier explained the Trustees recent difficulties in securing an acceptable trash hauling contract for the Subdivision. Impediments included a "take it, or leave it" attitude on the part of Waste Management, the current contractor, general lack of interest from other suitable contractors to assume the work from Waste Management, and the inability to obtain more favorable terms for the Subdivision. The current one-year agreement with Waste Management expires on March 31, 2022. The Trustees are committed to obtaining a more acceptable contract for trash hauling prior to that date.

5. Trustee Election – Mr. Browne announced the winner of the Trustee election. Mr. Jeff Smith won a three-year term, beginning January 1, 2022, and receiving all 23 votes cast (see attached).
6. General Discussion – A general discussion was then held, and included the following items:
  1. Lending library – Mr. Barmeier suggested that a lending library be reconsidered, indicating that he may be aware of someone to build it. This idea was generally agreed to.
  2. Common ground – Mr. Barmeier then brought up the continuing erosion of the sink holes on the common ground. There was a general consensus to take action to remediate the situation, but no specific measures were agreed to. Mr. Barth agreed to pursue an acceptable remedy with Mr. Barmeier.
  3. Rental properties with the Subdivision – Mr. K. Bolton then brought up his opposition to allowing renters to occupy residences within the Subdivision. A general discussion then took place, where it was noted that the Indentures did not preclude such renters, and that they were not a general ongoing nuisance. No further action was agreed to.

Trustee Browne closed the meeting at 8:00 p.m.

Respectfully submitted,

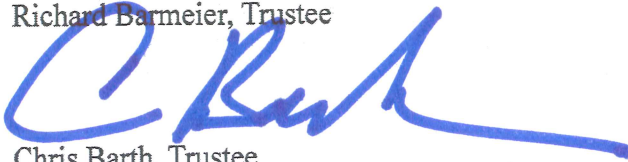
  
J. Farrell Browne, Trustee

Approved:

  
J. Farrell Browne, Trustee

*R. Barmeier*

Richard Barmeier, Trustee

  
Chris Barth, Trustee