

## **Minutes of the Annual Meeting Barrett Brae Trustees Plat One March 1, 2014**

The Annual Meeting of the Barrett Brae Plat 1 Property owners was held on Saturday, March 1, 2014, at the home of Trustee, Paul Reiter, at 2:00 pm. Andrew Mullins, Convenor called the meeting to order.

A quorum of property owners was present: Rich and Claire Pennington, Andrew Mullins (Trustee), Byran Bradley (Ross Bradley), Sue Burkett, Tiffany Shell (Trustee), Tony Schmitt, Amy Foley, and Mike Salle (Trysh Brown).

### **Revised Indentures Status and Process:**

Paul Reiter reviewed the current indentures with those present indicating the sections that would be modified, and the additions of language that was being suggested with regard to building guidelines. Paul was asked to continue revisions of the indentures and will present them to legal counsel for review before they are submitted to the home owners for approval.

### **Historic Designation Status, Process, and Next Steps:**

Amy Foley provided an update on the Historic Designation of Plat 1. Further revisions will be made and the final draft will continue to be developed with hopes that a door to door canvas and presentation may be made later this Spring or early summer.

### **Trustee Terms and Roles:**

Andrew Mullins presented a document reviewing the division of duties among the Trustees. Trustee 1 – Assessment management, garage sale and electric bill coordination with Plat 2. Title company forms re: assessments, bank account management and neighborhood newsletter. Trustee 2 – Road repair, common area maintenance, neighborhood issues, i.e. disturbing peace, aesthetics and assist with newsletter. Trustee 3- Communications and mailing, picnic coordination and promotion, assist with neighborhood newsletter, web site management, email list management. All Trustees (all three) – communication with neighbors about issues, distribution of materials when necessary, assist in production/execution of neighborhood picnic and work with neighborhood pride and preservation committee to advance initiatives. By common consent this distribution was approved.

### **Financials / 2013 Financial Statement:**

Andrew Mullins presented the Financial Statement for 2013 (available upon request to all residents in Plat 1). Opening balance - \$2,554,78. Total Receivables were \$1,535,00. Income for 2013 was \$2,403.95. Expenses totaled \$2,963.22. End of year projected balance - \$2,995.51. The Projected Budget for 2014 was presented. Projected opening balance - \$4,080.45. Projected Assessment Income - \$2,385.00. Expenses - \$2,805.00. Projected closing balance - \$3,660.45. The financial report and budget were approved by common consent.

### **Lawn care and common area upkeep**

Andrew Mullins reported that Plat 2 proposed having Kut Lawn handle all lawn care needs. My common consent it was agreed to approve this recommendation.

### **Neighborhood picnic and garage sale 2014**

It was agreed to have the neighborhood picnic and garage sale (if there is interest) in June 2014.

**2014 Newsletter**

Andrew Mullins will prepare the content and the newsletter will be released as soon as possible.

**Neighborhood Pride Committee Update:**

The committee reported on the continuing conversations in preparation for the consideration of the Historic District.

**Creation of Barrett Brae email list for neighborhood updates , alerts, events, etc. vs USPS mailings only:**

The Trustees recommended that the development of an updated email list continue.

**Pictures of Homes for the website:**

It was agreed that we will continue to develop a series of photographs for the website and other promotional materials for the Barrett Brae Subdivision.

**Discussion of Falling retention Wall at South Entrance:**

The Trustees presented the ongoing concerns about the collapse of the retention wall at the south entrance. At this time no further action is recommended.

**New Business:**

It was agreed that the subdivision would benefit from a mid-century lending library being developed where books could be exchanged among members. This will be implemented as soon as the details are completed.

Respectfully submitted,

Paul T Reiter, Trustee.