

# Brockton Manor Homeowners Association

## Annual Meeting

White River Township Trustee's Office  
Wednesday December 13th, 2023

### ROLL CALL

#### 1. Board Members Present:

Alan Rogers - President, Grievances  
Carlos Figueroa - Vice President and Treasurer  
Matthew McGovern - Pond Maintenance  
Marie Napier - Common Area Maintenance  
David Johnson - Architectural Control

#### Board Members Not Present:

Michelle Hensley – Secretary – voted by proxy.

#### 2. Residents Present:

Murray, Jeff  
Uhlenhake, Joe  
Spomar, Rita  
McGovern, Amy  
Chastain, Robert  
Pierce, Adam  
Antell, Shawn  
Dorrell, Stan & Anita  
Tuttle, Elyse

#### Residents Voting Via Proxy;

Gatlin, Jeff  
Hammerschmitt, Linda  
LePage, Stephen & Lisa  
Morse, Simon  
Pickard, Michael  
Rike, Dennis  
Whalen, Rob & Liz  
Young, Bob  
Hensley, Michelle

Note; A summary of the Attendees & Proxy vote numbers will be included at the foot of these Minutes.

## CALL TO ORDER

The annual board meeting was called to order by HOA President Alan Rogers at 7:04 pm

### AGENDA ITEMS

*For further details, please see attached PDF of the presented slides.*

1. **Participants Welcome Address** – Alan opened by thanking all attending residents for turning out followed by an introduction of current Board Members – ref. slide # 3. (Note; Michelle Hensley unable to attend and Dave Johnson taking notes for the evening minutes)
2. **Special Thanks** – Residents Bob Chastain, George & Marie Napier, Dave Johnson and Simon Morse were all given special mention by Alan for their contributions to the neighborhood during 2023 – ref. slide # 4 for details.
3. **Reading and Approval of 2022 Annual Minutes** - A brief review of the December 8<sup>th</sup>, 2022 Annual Meeting Minutes was given by Alan Rogers. The minutes were approved by unanimous vote.
4. **2023 Highlights** –
  - a. Emerald Ash Borer – as detailed under slides 6 thru 9, Alan gave an overview of the ongoing EAB status where, since 2021, the reserve for a further round of Injection treatment stands at \$10,080. Alan outlined that there will be further Board consultation with the Purdue University experts in 2024 as to the ongoing EAB threat and to whether any further Injections would be warranted in 2025.
  - b. Frontier & New Horizon Elm Tree’s – while not covered in the slides, Alan also made mention that all the replacement curb side Elm tree’s appeared to be doing well and flourishing, a view agreed by all present.
  - c. Front Entrance Lighting Improvements – Marie outlined the new circuit wiring enhancements in the Guard Shack that were done in concert with adding new LED spot lights to the entrance walls, guard shack and tree south of the G.S., all of which have served to enhance the general entry way. As suggested at the 2022 meeting, adding typical street lights was way cost prohibitive and would have had to be placed near the road corner with Olive Branch for County compliance.
5. **Welcoming New Neighbors** – Alan gave a very warm welcome to new residents, Brant McGlothlin & Alexis Walters, Adam & Ashlee Walls Pierce and Jeffrey & Meghan Williams, and was pleased to note that Adam was also in attendance – ref. slides 10 & 11.
6. **2024 Contractors** –
  - a. **Common Area Service with Primary Grounds & Allen Irrigation** – as detailed in slides 13 thru 18, Marie gave a comprehensive overview of service costs in 2023, and that similar would apply during 2024 with the continued support of these two vendors.  
Note; 2024 will be the second year of a multi-year contract with P.G. Allen Irrigation are reserved on an as needed basis.
  - b. **Fountain & Pond Maintenance by Aquatic Services of Indiana (ASI)** – as detailed on slides 19 thru 24, Matthew presented an overview of the 2023 performance which, as he noted, was relatively quiet

from a service cost standpoint. Training of several neighbors to reset breaker trips (thus saving \$ and time) was outlined along with the capture and removal of 11 Muskrats that were threatening erosion of the pond embankments. The more aggressive and very effective Algae treatments would continue during the coming 2024 program.

## 7. 2023 Treasurer's Report's –

- a. **2023 Performance Numbers** – As is always the crux of the meeting, Carlos started out presenting a comprehensive overview of the balance sheet for 2023 – Ref. slides 25 thru 29. In particular, the pie chart shown on slide # 27 shows the total Capital Reserve we have standing at \$29,025. This is the broken down as –

General Capital = \$12,655  
Tree Fund = \$6,290  
EAB Treatment = \$10,080.

**Arrears** - General note from Carlos, for the first time ever it would appear we only have one resident in arrears and this matter is already with small claims process for recovery.

## 8. 2024 Planning & Budget Proposal –

- a. **Budget Proposal** – as outlined on slides 30 thru 35, Carlos is proposing that we maintain the same HOA dues level of \$495.00 for 2024 that projects a minimal surplus of \$423.00.
- b. Capital Reserve – If approved, should grow to \$40,995 – Ref; slide # 35.
- c. **New Front Entrance Signage Proposal** – The lack of effective “Brockton Manor” entry signage has been investigated by the Board taking view of what numerous neighboring sub divisions already have in place. Overall, it is proposed to add enhanced Aluminum rectangular signs (Black background with raised PVC lettering) to both of the curved entry way walls. An illustration of one and the relative costs are detailed on slides 32 & 33.

As shown on slide # 33, the overall cost for this will be \$6,478 (a combination of \$5,400 for the signs, \$378 sales tax and \$700.00 for county permits!!!), and, if approved, will drive a special assessment of \$55.00 per resident to fund. If approved, install would likely be in March or April of 2024.

Note; the 2023 additions to the front entrance lighting would also serve to highlight the new signs during night time hours.

9. **Voting** – there is only one vote allowed per residence. This year there will be four (4) separate votes for each of the following :-
  - a. Proposed 2024 Budget.
  - b. Proposed 2024 HOA Dues
  - c. Front Signage Improvements
  - d. Re-elect Board Members for 2024

Following is a tabled summary collating the meeting attendees and proxy votes. For the record, **All 4 motioned votes were carried.**

| 2024 Budget                |                  |               | 2024 HOA Dues             |               |                       |
|----------------------------|------------------|---------------|---------------------------|---------------|-----------------------|
| Proposed by: RITA SPOMAR   |                  |               | Proposed by: SHAWN ANTELL |               |                       |
| Seconded: JOE UHLENHAKE    |                  |               | Seconded: STAN DORRELL    |               |                       |
| Approve                    | Reject           | Abstain       | Approve                   | Reject        | Abstain               |
| ATTENDS: +14               | 0                | 0             | +14                       | 0             |                       |
| + 6 via Proxy              | + 2 via Proxy    | + 1 via Proxy | + 6 via Proxy             | + 2 via Proxy | + 1 via Proxy         |
| TOTALS +20                 | +2               | +1            | +20                       | +2            | +1                    |
| Front Signage Improvements |                  |               | 2024 Board                |               |                       |
| Proposed by: BOB CHASTAIN  |                  |               | Proposed by: RITA SPOMAR  |               |                       |
| Seconded: STAN DORRELL     |                  |               | Seconded: ELYSE TUTTLE    |               |                       |
| Approve                    | Reject           | Abstain       | Retain                    | Abstain       | Nominate              |
| ATTENDS: +13               | +1 (JEFF MURRAY) | 0             | +9                        | 0             | ✓                     |
| + 3 via Proxy              | + 5 via Proxy    | + 1 via Proxy | + 6 via Proxy             | + 2 via Proxy | Dave Hulsey via Proxy |
| TOTALS +16                 | +6               | +1            | +15                       | +2            | T.B.D.                |

**Announcements and Adjournments**

10. Any Other Business – In order to boost resident attendance it was proposed by Anita Dorrell that the Annual meeting be moved into the November time frame away from the busy Xmas schedule.

There being no other business, the meeting was adjourned at 8:21pm.

Respectfully Submitted,

Alan J. Rogers – President.