

**BIRCH CREEK FOREST PROPERTIES, INC.**  
**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS**  
**MARCH 7, 2026**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, MARCH 7, 2026 AT 9:02 AM. PRESIDENT ODSTRCIL CALLED THE MEETING TO ORDER AND AFTER A SHORT PRAYER DECLARED A QUORUM PRESENT. VICE-PRESIDENT SCOTT HOWARD WAS ABSENT

MINUTES OF THE REGULAR MEETING OF FEBRUARY 7, 2026 WHICH WILL BE POSTED AND CIRCULATED WERE APPROVED UNANIMOUSLY ON MOTION BY DENNIS SHOOK AND SECONDED BY ANN MARIE GALLAGHER. THESE MINUTES WILL BECOME PART OF THIS MEETINGS RECORDS.

THE TREASURER'S REPORT FOR FEBRUARY 28, 2026 WAS GIVEN BY TREASURER ANN MARIE GALLAGHER. SHE COMPLEMENTED EVERYONE ON THIS YEAR'S GOOD RETURN ON PAYMENT OF THE ANNUAL MAINTENANCE FEE. SHE ALSO MENTIONED THAT A SEPARATE CHECKING ACCOUNT HAS BEEN ESTABLISHED FOR ALL FUNDS COLLECTED BY THE ENHANCEMENT COMMITTEE. ANN MARIE IS WORKING TO MAKE THE PROFIT AND LOSS AND BALANCE SHEETS EASIER TO READ BY USING THE CASH BASIS METHOD FOR REPORTING RATHER THAN AN ACCURAL BASIS. SHE EXPLAINED THAT THE GENERAL LEDGER SHOWS EACH EXPENDATURE AND DEPOSIT FOR THE MONTH AND CONCLUDED THAT THE HOA FINANCES ARE VERY SOUND. SHE ASKED IF ANYONE HAD ANY QUESTIONS. THERE BEING NONE, ANN MARIE MADE A MOTION, SECONDED BY DENNIS SHOOK, TO APPROVED THE REPORT AS PAID, WHICH PASSED UNANIMOUSLY. THIS REPORT WILL BECOME PART OF THIS MEETING'S RECORDS.

**ANNOUNCEMENTS:**

**BURN BAN IN EFFECT:** A BURN BAN WAS DECLARED ON MONDAY, FEBRUARY 9 AND IS STILL IN EFFECT.

**FLAG MY YARD:** RENITA REMINDED EVERYONE THAT RENEWAL FOR 2026 CAN BE MADE BY CHECK OR THROUGH VENMO OR CASH APP. THE HOLIDAYS REMAINING ARE: MEMORIAL DAY, MAY 25; INDEPENDENCE DAY, JULY 4; LABOR DAY, SEPTEMBER 7; AND VETERN'S DAY, NOVEMBER 11. THE COST IS \$80 FOR 1 FLAG OR \$120 FOR 2 FLAGS FOR THE HOLIDAYS REMAINING THIS YEAR. THANK YOU FOR YOUR CONTINUED SUPPORT. ALL PROCEEDS ARE USED BY THE ENHANCEMENT COMMITTEE FOR THE COMMUNITY.

**BIRCH CREEK FOREST FAVORITE RECIPES COOKBOOK:** COOKBOOKS HAVE BEEN DELIVERED TO ALL THOSE WHO PREORDERED, BUT COOKBOOKS ARE STILL AVAILABLE AT THE OFFICE FOR \$20 EACH. RENITA PROMISED TO GIVE A BREAKDOWN ON HOW MUCH WAS MADE FOR THE COMMUNITY ON THE COOKBOOK PROJECT IN APRIL. ALL WHO WORKED ON THE PROJECT WERE GIVEN A ROUND OF APPLAUSE.

**TOWN HALL:** 4 TO 6 PM HERE, TODAY, IN THE COMMUNITY BUILDING (SEE BELOW).

**COMMUNITY CLEANUP DAY : SATURDAY, MAY 9TH** (SEE BELOW).

**PICNIC IN THE PARK : SATURDAY, APRIL 25TH** VOLUNTEERS: PLEASE MEET HERE RIGHT AFTER THIS MEETING.

**COMMITTEE REPORTS:**

**SWIMMING POOL:** DENNIS SHOOK REPORTS POOL REPAIRS COST \$25,814.50. THIS WAS ABOVE THE ESTIMATED \$20,000 BECAUSE THE NEEDED SKIMMERS REPAIRS WERE NOT DISCOVERED UNTIL AFTER THE BIDDING PROCESS. DENNIS PROPOSES EXTENDING THE CONCRETE SLAB AND PURCHASING POOL FUNITURE.

**ARCHITECTURAL:** THERE WERE NO ARCHITECTURE FORMS NEEDING APPROVAL THIS MONTH.

DANIEL PLESS, HOWEVER, MADE A REQUEST FOR A VARIANCE FOR HIS PROPERTY AS THE SET-BACK DISTANCE IS 27 FT RATHER THAN 30 FT. PRESIDENT ODSTRCIL EXPLAINED THAT A VARIANCE IS REQUIRED TO BE APPLIED FOR WHEN THE ARCHITECTURAL FORM IS SUBMITTED AND IS NOT TO BE RETROACTIVELY GRANTED AFTER THE FACT. THEREFORE A VARIANCE CANNOT BE GRANTED IN THIS CASE. SHE DID, HOWEVER, DRAFT A "LETTER OF ASSURANCE" STATING THAT THE BOARD HAS NO INTENSION AND WILL NOT TAKE ANY ACTION REGARDING THE SET-BACK ON THIS PROPERTY FOR AS LONG AS THE PRESENT MOBIL HOME REMAINS IN PLACE.

**OTHER COMMITTIES:**

**ENHANCEMENT/SOCIAL COMMITTEE:** RENITA ANNOUNCED THE **COMMUNITY CLEAN UP DAY** IS SCHEDULED FOR **SATURDAY, MAY 9TH**. PLEASE MARK YOUR CALENDARS.

THE HOA WILL RENT A LARGE ROLL-OFF TYPE DUMPSTER. RENITA IS ASKING FOR VOLUNTEERS TO SIGN UP TO HELP THEIR NEIGHBORS WHO NEED HELP HAULING SOME LARGER ITEMS. THERE WAS A GENERAL DISCUSSION AS TO WHERE THE DUMPSTER WOULD BE LOCATED (PROBABLY THE DUMP WITH GATE OPEN TO ALL SUBDIVISION PROPERTY OWNERS) AND WHAT, IF ANY, RESTRICTIONS WOULD BE PLACED ON TYPE OF TRASH ACCEPTED. ANSWERS TO THESE AND OTHER QUESTIONS WILL BE PROVIDED AT THE APRIL MEETING.

**OTHER COMMITTIES: (Continued)**

**MAINTENANCE: DUMP, BURNING, GROUNDSKEEPING, AND MOWING:**

RENITA REPORTS THAT THE DUMP IS RUNNING SMOOTHLY WITH NO NEW ISSUES TO REPORT.

**GRIEVANCE:** NONE THIS MONTH.

**BUILDING RENTALS:** THREE SCHEDULED.

**OLD (ONGOING) BUSINESS:**

PRESIDENT ODSTRCIL SAID THAT MAINTENANCE FEE STATEMENTS FOR 2026 WERE MAILED LAST NOVEMBER. IF ANY PROPERTY OWNER HAS NOT RECEIVED THEIR STATEMENT CALL THE HOA OFFICE (979.535.8978). FEES WERE DUE ON JANUARY 31. A LATE CHARGE (\$10/LOT) WAS ASSESSED.

RENITA REMINDS EVERYONE THAT AN ADDITIONAL LATE FEE OF \$10 PER LOT WILL BE ASSESSED FOR PROPERTY OWNERS WHO HAVE NOT PAID THEIR MAINTENANCE FEE BY MARCH 1ST.

A PROPERTY OWNER ASKED HOW MANY HAVE PAID THEIR MAINTENANCE FEES TO DATE. JOHN DUNKLEMAN SAID THAT OVER 75% HAVE SO FAR AND OUR BOOKKEEPER NOTED LATE NOTICES WERE JUST SENT IN FEBRUARY AND MORE PAYMENTS ARE EXPECTED SOON.

RENITA REPORTS THAT SHE INTENDS TO HAVE THE RECORDS PRODUCTION POLICY AND ELECTIONS AND VOTING POLICY DOCUMENTS COMPLETED SOON.

RENITA ANNOUNCED THE TOWN HALL PRESENTATION AND Q AND A SESSION ON DEED RESTRICTIONS OR ANY QUESTIONS YOU HAVE WILL TAKE PLACE HERE TODAY FROM 4 TO 6 PM.

PRESIDENT ODSTRCIL REPORTS THERE HAVE BEEN NO NEW DEVELOPMENTS IN THE LAWSUIT. SHE CATALOGUED ALL HER EFFORTS TO CONTACT OUR LAWYERS AND INSURANCE CARRIER BUT HAS NOT HAD ANY RESPONSES TO DATE.

THIS YEAR'S PICNIC IN THE PARK IS SCHEDULED FOR SATURDAY, APRIL 25TH. THIS IS EARLIER THAN LAST YEAR SO IT WILL NOT CONFLICT WITH OTHER ACTIVITIES IN MAY. RENITA ANNOUNCED THAT THERE WILL BE A MEETING, HERE, AFTER THIS MEETING, FOR THOSE VOLUNTEERING TO MAKE THIS YEAR'S PICNIC A GREAT SUCCESS. THANKS TO ALL.

PRESIDENT ODSTRCIL ASKED KATHY HOWARD TO PRESENT THE THREE CONTRACTOR'S BIDS FOR THE CEMENT SLAB FOR THE NEW SPORTS COURT. THE BID'S WERE: 1.) \$23,700, 2.) \$14,500, AND 3.) \$14,100. AFTER A THOROUGH DISCUSSION OF THE QUALITY OF WORK AND AVAILABILITY OF EACH CONTRACTOR A MOTION WAS MADE BY DENNIS SHOOK TO ACCEPT THE CONTRACTOR WHOSE BID WAS \$14,100. RENITA SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

**NEW BUSINESS:** NONE

**COMMENTS FROM THE BOARD:**

**BIRTHDAY MONTH CELEBRATIONS:** THE HOA BIRTHDAY DRAWING WILL TAKE PLACE THIS EVENING AT THE TOWN HALL MEETING. THE WINNER'S NAME IS DRAWN FROM A HAT CONTAINING THE NAMES OF ALL THOSE WHOSE BIRTHDAY IS THIS MONTH THE WINNER RECEIVES A \$20 GIFT CERTIFICATE. YOU DON'T HAVE TO BE PRESENT TO WIN, BUT YOU MUST SIGN UP.

**COMMENTS FROM THE FLOOR:**

A PROPERTY OWNER ASKED BOARD MEMBERS TO WEAR NAME TAGS SO NEW PROPERTY OWNERS WILL KNOW WHO THEY ARE.

A PROPERTY OWNER REQUESTED THAT LIGHTS IN THE PARK THAT ARE OUT BE FIXED. OTHER OWNERS REQUESTED THAT STREET LIGHTS THAT ARE OUT BE FIXED ALSO. PRESIDENT ODSTRCIL ASKED THEM TO REPORT THE UTILITY POLE NUMBER SUPPORTING THE LIGHT.

**CHANGE IN OWNERSHIP:** TWO

<u>NEW OWNER</u>	<u>SEC</u>	<u>BLK</u>	<u>LOT</u>	<u>PREVIOUS OWNER</u>
TIMOTHY THOMAS WOLFE	5	3	1	JOSHUA AND MARCI MCCULLOCH
TIMOTHY THOMAS WOLFE	5	3	2	SANDRA JEFFERSON

**ADJOURNMENT:**

THE BOARD CHOSE NOT TO HAVE AN EXECUTIVE SESSION THIS MONTH.

A MOTION TO ADJOURNE BY RENITA ODSTRCIL, SECONDED BY ANN MARIE GALLAGHER, WAS UNANIMOUSLY APPROVED AT 9:58 AM. THE NEXT MONTHLY MEETING IS SATURDAY, APRIL, 4 AT 9:00 AM IN THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED AT THE REGULAR MONTHLY MEETING.

OF THE 7 DAY March, 2026 John Dunkleman SECRETARY Renita Odstrcil PRESIDENT.