

**BIRCH CREEK FOREST PROPERTIES, INC.**  
**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS**  
**NOVEMBER 6, 2021**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, NOVEMBER 6, 2021 AT 8:02 A.M.

VICE-PRESIDENT CHRIS HENNING CALLED THE MEETING TO ORDER, THERE BEING A QUORUM PRESENT. PRESIDENT MELVIN LEHMANN WAS ABSENT.

MINUTES OF THE REGULAR BOARD MEETING HELD OCTOBER 2, 2021 WHICH WERE POSTED AND CIRCULATED, WERE APPROVED, UPON MOTION BY DAVE SMITH AND SECONDED BY JOHN DUNKLEMAN. THE MINUTES WILL BECOME A PART OF THIS MEETING'S RECORDS.

THE TREASURER'S REPORT AS OF OCTOBER 31, 2021 WAS GIVEN BY JOHN SCHOELLMAN. UPON MOTION BY JOHN AND SECONDED BY DAVE SMITH, THE BOARD APPROVED THE REPORT AS PAID. THE REPORT IS TO BECOME PART OF THIS MEETING'S RECORDS.

**COMMITTEE REPORTS:**

**ABATEMENT:** NONE

**ARCHITECTURAL:** THREE

1. RICK AND DERRILYNE SMITH HAVE APPLIED TO REPLACE THEIR ROOF WITH A METAL GALVALUME ROOF (1100 SQ FT) ON THEIR HOUSE AT 316 WOODVINE LANE. A MOTION TO APPROVE MADE BY CHRIS HENNING, SECONDED BY DAVE SMITH, PASSED UNANIMOUSLY.

2. JAMES ZAPALAC HAS APPLIED TO REPLACE HIS MOBIL HOME WITH A NEW MANUFACTURED HOME (2100 SQ FT) ON HIS PROPERTY AT 303 WINTER OAKS. A MOTION TO APPROVE MADE BY DAVE SMITH, SECONDED BY JOHN SCHOELLMAN, PASSED UNANIMOUSLY.

3. JOHN SCHOELLMAN HAS APPLIED TO BUILD A HOUSE (2072 SQ FT) ON HIS PROPERTY AT 205 SHADOW OAK LANE. A MOTION TO APPROVE MADE BY DAVE SMITH, SECONDED BY CHRIS HENNING, PASSED BY MAJORITY VOTE WITH JOHN SCHOELLMAN ABSTAINING.

**GRIEVANCE:** NONE

**BUILDING RENTAL:** TWO, SATURDAY, NOV 6 AFTER MONTHLY MEETING AND SATURDAY, NOV 13.

**SWIMMING POOL:** JERRY POTENZA REPORTS THAT THE POOL CIRCULATION PIPE HAS A LEAK AND THAT MELVIN LEHMANN HAS SCHEDULED A CONTRACTOR TO QUOTE A REPAIR COST. IN THE MEANTIME, JERRY WILL TURN OFF THE PUMP AND WILL MONITOR THE WATER CLOSELY TO PREVENT THE GROWTH OF ALGAE

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

1. ASST. SECRETARY DAVE SMITH GAVE AN UPDATE ON THE STATUS OF WORK ON THE POOL: TWO CONTRACTORS HAVE EXAMINED THE POOL AND ARE WORKING ON BIDS FOR REPLASTERING. BY THE NEXT MEETING THE LEAK REPORTED ABOVE WILL BE EVALUATED AND THE APPROPRIATE ACTION TAKEN. BY NEXT SEASON WE INTEND TO HAVE A BERM IN PLACE SO RAIN WATER RUN-OFF DOES NOT FLOOD THE POOL. MELVIN LEHMANN WILL HAVE TREES THAT EXTEND OVER THE POOL, FOULING THE WATER EVERY AUTUMN, CUT DOWN AND REMOVED FOR \$650.00.

2. DAVE ALSO STATED THAT AFTER CONSULTING WITH OUR ATTORNEY WE WERE ADVISED TO DENY THE FOOD TRAILER ACCESS TO THE SUBDIVISION FOR BUSINESS PURPOSES BECAUSE OF LIBALITY ISSUES IF ANYONE IS INJURED OR BECOMES SICK.

3. VICE-PRESIDENT CHRIS HENNING NOTED THAT THE MAINTENANCE FEE STATEMENTS FOR 2022 HAVE BEEN MAILED TO ALL PROPERTY OWNERS A LETTER EXPLAINING THE REASON FOR THE INCREASE IN THE HOA FEE FROM \$75 TO \$82 PER LOT PER YEAR HAS BEEN INCLUDED IN EACH MAILING. THE FEES ARE BE DUE BY JANUARY 31, 2022. A PAYMENT PLAN CAN BE ARRANGED AT THE OFFICE: (979) 535-8978.

4. THE BOARD ALSO REQUESTED (SEE COMMENTS FROM BOARD BELOW) THAT IT BE NOTED THAT THE PROPERTY OWNERS IN SECTIONS 5 AND 6 WHO ARE NOT MEMBERS OF THE HOA HAVE ALSO RECIEVED NOTICE OF THE SURCHARGE FOR NON HOA MEMBERS. THE SURCHARGE WILL BE WAIVED UPON BECOMING A MEMBER OF THE HOA..

5. VICE-PRESIDENT HENNING NOTED THAT IT IS TIME TO RENEW BCFPI'S COMMERCIAL LIABILITY INSURANCE FOR THE COMING YEAR (2022). THE CURRENT CARRIER IS STATE FARM AND THE POLICY EXPIRES AT THE END OF THE YEAR. THE PREMIUM FOR THIS YEAR IS \$2,607.00. THIS IS LESS THAN WE PAID LAST YEAR AFTER INCREASING THE COVERAGE. A MOTION TO APPROVE PAYMENT WAS MADE BY DAVE SMITH, SECONDED BY JOHN SCHOELLMAN, AND APPROVED UNANIMOUSLY.

6. MELVIN LEHMANN HAS OBTAINED A QUOTE OF \$650.00 FOR CUTTING AND REMOVING THE TREES THAT EXTEND OVER THE POOL. VICE-PRESIDENT HENNING MADE A MOTION TO APPROVE, DAVE SMITH SECONDING, AND THE BOARD APPROVING UNANIMOUSLY.

**COMMENTS FROM THE BOARD:**

DAVE SMITH MADE A MOTION THAT IT BE NOTED ABOVE (SEE NEW BUSINESS 4.) THAT ALONG WITH MAINTENANCE FEE STATEMENTS MAILED: THOSE PROPERTY OWNERS IN SECTIONS 5 AND 6 NOT NOW MEMBERS OF THE HOA ALSO RECEIVED NOTICE OF THE SURCHARGE FOR NON HOA MEMBERSHIP. CHRIS HENNING SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

**COMMENTS FROM THE FLOOR:**

1. A PROPERTY OWNER ASKED IF THE PROHIBITION OF THE FOOD TRAILER AFFECTS THE STATUS OF THE VOLUNTEER EVENTS INVOLVING FOOD IN THE SUBDIVISION. IT DOES NOT AS THESE ARE NOT FOR BUSINESS OR COMMERCIAL PURPOSES..

2. A PROPERTY OWNER ASKED ABOUT THE ORIGIN OF THE SURCHARGE THAT NON MEMBERS OF THE HOA ARE ASKED TO PAY IN LIEU OF JOINING THE HOA. VICE-PESIDENT CHRIS HENNING STATED THAT THIS DISCUSSION WILL BE PUT ON THE AGENDA FOR NEXT MONTH.

3. A PROPERTY OWNER ASKED THAT THE SUBDIVISION FOLLOW CORRECT FLAG ETIQUETTE FOR THE U. S. FLAG AT THE ENTRANCE TO THE SUBDIVISION. VICE-PRESIDENT CHRIS HENNING STATED THAT HE WILL ENQUIRE INTO GETTING A SOLAR LIGHT, AN ALL WEATHER FLAG, AND ASSURANCE THAT THE FLAG IS RAISED AND LOWERED ACCORDING TO CORRECT FLAG ETIQUETTE. HE WILL ALSO COORDINATE WITH THE V.F.D. AS THEY ALSO HAVE A FLAG.

4. TWO PROPERTY OWNERS VOLUNTEERED TO CLEANUP THE ENTRACE TO THE SUBDIVISION. DAVE SMITH MADE A MOTION TO SUPPORT THEM WITH \$250.00 WORTH OF EXPENSES. CHRIS HENNING SECONDED AND THE BOARD APPROVED UNANIMOUSLY.

**CHANGE IN OWNERSHIP:** ONE

<u>NEW OWNER</u>	<u>SEC</u>	<u>BLK</u>	<u>LOT</u>	<u>PREVIOUS OWNERS</u>
DEBBIE NOSKI AND BETTNIE BOLTON	6	4	7, 8, 9	ROB AND KAREN MUSTERS

THERE BEING NO FURTHER BUSINESS, A MOTION BY CHRIS HENNING, SECONDED BY DAVE SMITH, TO ADJOURN THE MEETING WAS APPROVED AT 8:37 AM.

BCFPI'S NEXT MONTHLY MEETING WILL BE **SATURDAY, DECEMBER 4, 2021 AT 8:00 AM** IN THE COMMUNITY BUILDING.

THESE MINUTES WEREAPPROVED BY THE BOARD OF DIRECTORS IN THE REGULAR MONTHLY BOARD MEETING OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
PRESIDENT

