

# Braeloch Homeowners Association Annual Meeting

February 13, 2025

## Summary Notes

The annual meeting of the Braeloch Homeowners Association, Inc. was held virtually via Google Meet on February 13, 2025. The meeting was called to order by President Walter Bolles at 6:31 PM. Current Board of Directors (Chris Becker, Walter Bolles, Mike Daniels, Eileen Dills and Trisha Garrison) were all in attendance and introduced themselves. Ashley Howell, Cedar Management Group Community Manager, was in attendance.

President Bolles briefly highlighted the following 2024 Board accomplishments:

### *Board Policy Improvements:*

1. Adopted a formalized Code of Conduct to govern the behavior and conduct of board members.
2. Adopted a Landscaping Committee Charter governing expectations and committee scope.
3. Braeloch HOA Rules and Regulations were refreshed to better clarify architectural changes and rentals.
4. Revamped the structure of board meetings per legal and best practices.

### *Legal Q&A*

The Board invited legal representation to the 2024 annual meeting to discuss their recently issued legal opinion regarding rentals in Braeloch. The attorney addressed questions from the community regarding the rentals as well as other legal questions.

### *Landscaping*

The Landscaping Committee compiled a report of improvements to present to the Board of Directors which were approved at their April 2024 meeting. Landscape improvements were made to both the front entrance and playground areas. These included increase lighting at the front entrance to promote safety, new mulch and removal of diseased plants. We also replaced aging electrical equipment at the front entrance that recently failed, repaired the Braeloch neighborhood entrance sign as well as repaired a broken bench at the playground.

### *Architectural Requests*

The Board received eleven Arc Requests in 2024. Ten were approved.

### *Violations and Inspections*

The Board returned to regular inspections with a Cedar Management representative driving through the neighborhood on a two-month cycle. The Board had several meetings with Cedar Management to standardize and most importantly improve the consistency of violation reporting by the inspector to the Board.

### *Website Improvements*

The Rules and Regulations were transcribed into a text-based searchable page for the convenience to the community.

All of the various board policies and governance documents were reorganized.

A copy of the Rental Legal Opinion was posted online.

A meetings page was created with copies of all prior agenda and minutes starting with 2024.

### *2024 Corporate Transparency Act*

The board was in full compliance with the 2024 Corporate Transparency Act by the legally mandated deadline for 2024.

Ms. Howell, Cedar Community Manager, reported only one candidate submitted information to be considered for election to the Board of Directors in 2025. There is only one position that opens for the term beginning in 2025. She solicited any additional nominees to be considered. Ballots will be mailed to all homeowners which will also include the option for write-in candidates.

Treasurer Dills presented the 2025 budget with explanations as appropriate. The 2025 Budget was ratified by the Board of Directors.

President Bolles presented initial 2025 Goals for the Board of Directors while reminding the homeowners other goals may be established during the calendar year. He presented the following:

1. Continue executing the 2024 Landscaping Plan and maintain the investments made in 2024.
2. Plan a holiday event like a Halloween house decoration contest. (No financial rewards or prizes)
3. Continue to improve coordination between Board of Directors and property management company.
4. Continue to improve Board organization and communication.

The Community was offered the opportunity to ask questions of the Board members.

Minutes from previous Executive Session Meetings were approved.

The annual meeting was adjourned at 7:05 PM.

Submitted by: Eileen Dills  
Braeloch HOA Secretary