

**Brookridge Homeowners Association, Inc**  
**Annual Members Meeting Minutes**  
**April 13, 2024**

The meeting was called to order by Steve St. Amand at 9:35 a.m.

**Attendees:** President Stephen St. Amand, Vice President Bob Cave, Secretary Linda Christiani, Paul Christiani, Jim Hammer, Lori Rolfsmeier, Steve Rolfsmeier, Doug Smith, Gloria Smith,

Proof of Notice was given by Linda Christiani

A quorum was determined to be present.

A motion was made by Steve St. Amand and seconded by Doug Smith to approve the minutes from the last year's annual meeting.

**Financial:** Doug Smith prepared the financial statement for the first quarter of 2024. All corrections from last year have been rectified. As of 3/31/24 the cash balance is 15,622.33 with a reserve amount of 3,900.

Quarterly dues were due on April 1, 2024. Two homeowners are outstanding as of April 13, 2024.

**Old Business:** Many improvements to the pool area have been completed thanks to several HOA members; restroom doors fixed and painted, water fountain repaired, toilets repaired, the equipment room door was repaired and a new secure lock has been added. The corner post on the pool house overhang has been repaired and just needs the installation of the outer cosmetic façade.

Lori Rolfsmeier asked if there is a requirement to have the pool serviced twice a week. Paul Christiani explained how the usage is determined and the need to check the chemicals at least twice a week due to weather changes, to avoid algae growth and maintain stable chemical balance.

A new fire extinguisher is being provided by River Wilderness for the pool area.

New shade providing options for the pool are being explored.

Our Landscaping company, Longboat Key, will be cutting the grass at a higher level to improve the look of our lawns and to combat weed growth. They will spend more time trimming shrubbery and address areas in need of more attention. If you have specific areas in your lawn that you would like addressed, please speak to them.

Paul Christiani spoke to our landscape company about the reason large palm trees in the common area would need to be trimmed yearly. The company explained trimming protects the new growth so the trees can stay healthier and reduces the chance of the trees dying. These trees will be trimmed at a later date this year.

**New Business:** The Beware of Alligator sign posted near the pond has been moved closer to the road on the common grounds.

River Wilderness has reviewed the area around our pond. They stated in their report the overflow area needs shoring up. The RW committee will be contacted to clarify what they will be doing. Jim Hammer stated there are areas along the pond near the homeowner's lots that need attention.

As of April 15, 2024 the entrance gate to the pool will be locked. Homeowners have been given keys to use for the gate entrance lock as well as keys for the restrooms. If you have not picked up your set of keys, please contact Linda Christiani (3440 Brookridge Ln) to pick them up.

In the Fall we will address possible requirements for the rental of homes and carry over money for the HOA reserve.

Bob Cave asked if we could put together a neighborhood directory. The Board will contact all members requesting permission to allow distribution of their name(s), address and emails. An email notice will be sent out soon asking members to **opt out** if they do not want their information included in the directory.

Jim Hammer reminded homeowners to place garbage cans and recycle bins at the end of their driveways on pick up days and to garage vehicles at night.

Thank you to Doug Smith for preparing the financial report. Thank you to Jim Hammer for arranging the backflow inspections. Thank you to all members of the HOA who helped repair the pool house and clean up the pool area.

A motion was made by Steve St. Amand and seconded by Linda Christiani to adjourn the meeting at 10:46.

Linda Christiani  
Brookridge HOA, Secretary

