

**Briar Hill Estates Homeowners Association  
Board of Directors**

**Minutes from December 2004 Meeting**

The following is a summary of the minutes from the December 2004 meeting of the Briar Hill Estates Homeowners Association, Inc. (the "Corporation") Board of Directors Meeting held on December 7, 2004:

The meeting was called to order at 7:10 pm. Present were Marv Ormerod, Ron Hartman, Dan Sharrard, Bill Fluke, Mike Losik and Tim Dowdy. The Board of Directors (the "Board") conducted the following business:

**Discussed Status of 2004 Budget Items**

Marv Ormerod gave a Treasurer's report discussing various budget items (landscaping, lighting, utilities, maintenance, street sweeping, capital improvements, storage lease, signage, postage, printing, etc) and briefed the Board regarding the status of the budget on these categories.

Also, briefly reviewed process previously followed for building and approving 2005 budget. Marv will send copy of 2005 budget to Board members.

**Discussed Street Sign Project**

Street signs are difficult to read, especially at night and the Board desires to install new street signs. Marv has researched various products and has determined a preferred product. Marv will get various quotes. Ron Hartman will discuss with Bob Jones whether Bob Jones will put in the same signs in the new sections so the Association does not have to install additional signs. Money has been budgeted for 2005 to erect new signage in Briar Hill Estates.

**Discussed preparation of a new newsletter**

Dan Sharrard will prepare a newsletter. Dan will send out draft to each of the Board members. Tim Dowdy will paste a copy of the latest Board Meeting minutes in the newsletter. Other Board members will send articles to Dan for inclusion in the newsletter. Association members are encouraged to submit articles. The newsletter should be kept to one page (front and back) to reduce postage costs. Also, the Board discussed the development of a crest or logo for the newsletter, and having a contest to design such a crest or logo.

**Code Compliance Matters**

Dan Sharrard, Code Compliance Officer, stated that a few alleged code violations have been submitted to him since the last Board meeting. He discussed some situations that he has noticed during his drive arounds that may be potential code violations. Dan will report on whether these have been resolved next month.

**Maintenance Matters**

Ron Hartman discussed possible road salting/de-icing with the company that does the road de-icing for Orchard Grass – de-icing would be from East Orchard Grass to Turner Ridge and Briar Hill Parkway to Hwy 22 – can get for about \$300 per application. Ron will follow up with a couple of service providers.

The Board approved a budget amount of \$1200 for as many de-icing applications as we can get for the portions of the roads described in the above paragraph.

The next meeting was set for the second Tuesday in January, 2005 (January 11) at 7:00pm at Mike Losik's home, 6300 Breeze Hill Road.

The meeting was adjourned at about 8:50pm.