

BRISTOL PARK HOA Board of Managers Annual Meeting
January 18, 2018
Communication Federal Credit Union, 100 NE 150 Street, Edmond

Attendees:

Sean Miller, Vice President
Scott Mills, Board Member
Lanny David, Treasurer
Wes Hall, Board Member
Julie Bisbee-Wheeler, Secretary

Absent:

Anthony Sammons, Board President

AGENDA

1. Call to Order

The meeting was called to order at 7:02 p.m. Motion to convene made by Miller. Seconded by Mills. Motion passes unanimously.

2. Approval of December Minutes

Minutes were reviewed by board members. Motion to approve by Miller. Seconded by Mills. Motion passes unanimously.

3. December Financial Report

David reported that expenses for 2017 were as expected, and \$10,088 of 2017 income will roll over to reserve for 2018. In 2017, funds were used to update Christmas lights to LED lights; repair irrigation systems in common areas; fix a pothole in the pool parking lot and upkeep and maintenance on the Bristol Park pool.

Anticipated expenses for 2018 will include removal of dead trees in common space; irrigation repairs; ongoing pool maintenance and normal upkeep. Board members agreed it was important to have funds in reserve in case there is a major repair on the pool or other systems. Motion to approve financial report made by Mills; seconded by Miller. Motion passes unanimously.

4. Discussion and possible action on contracts for 2018

David updated board members that Imperial Lawns would increase annual contract for lawn spraying in common areas by \$105 for 2018. Motion to approve by Mills, second by Miller. Motion passes unanimously.

David updates Board of Managers on 2018 terms for lawn maintenance and landscaping contract with Pitzer Lawn Management include a 3 percent increase. The contract automatically updates. Contract also includes brush hogging, and David would work to have common areas

mowed on Monday during the summer to avoid disturbing pool guests on the weekend. Motion to approve made by Miller; seconded by Hall. Motion passes unanimously.

David updates Board of Managers on 2018 terms of contract with Northwest Pool Management, which also automatically renews. The 2018 contract will include lifeguards for an adult swim night on Thursdays from 8 p.m. to 10 p.m. for residents 18 and over. Motion to approve by Mills; seconded by Miller. Motion passes unanimously.

5. Nomination and election of 2018 Board of Managers and officers

Nominations for new board members and officers were discussed. The 2018 Bristol Park HOA Board of Managers includes:

Scott Mills, president
Wayne Arbuthnot, vice president
Wes Hall, Board of Managers
David Willsey, Board of Managers
Lanny David, Treasurer
Julie Bisbee, Secretary

6. Designation of pool and building committee members

Seeing no volunteers for Pool Chair, Miller says he will speak to previous pool chair to confirm her ability to serve for 2018. David will handle pool access cards. Hall will continue to be building committee chair.

7. Other Business

Board members discussed upcoming events for 2018 to include neighborhood garage sale, Easter egg hunt and pool party. No dates were set. The Board anticipates setting event dates at February meeting.

Board of managers also discussed ongoing efforts to get resident feedback about updating neighborhood covenant laws. Survey would be posted on NextDoor and website again. Additional participation is needed.

8. Adjournment

Motion to adjourn made by Mills, seconded by David. Meeting adjourns at 7:56 p.m.

***Next Meeting:**

7 p.m. February 15, 2017, Communication Federal Credit Union, 100 NE 150 Street, Edmond.

Minutes submitted by Julie Bisbee Wheeler