

**Brandon Ridge
June Meeting Minutes
June 30, 2009**

Type: **June Board Meeting**

Attendees

Board: Tamara Gaspar, Darci Gervaise

Management: Stacey Gillispie, Kristi Feller

Location: Conference Call

The meeting was called to order at 3:15pm June 30, 2009

3:15pm – Stacey discussed landscaper payment. Check had not been cut due to landscaper not sending updated contract yet. Has been sent and check will be check for payment on Thursday.

3:20pm – Discussed when next ACC inspection will be completed; Kristi to ride out next week.

3:25pm – Stacey reviewed the management Report. \$120 billed for violation letters in May by mistake will be credited next month. Review current status of delinquency and outstanding legal fees.

3:30pm – Dog waste signs have been ordered and will be installed by Tamara when they come in.

3:35pm – The City of Concord granted an extension on the buffer cleaning until 7/11/09. The buffer was already cleaned on 6/26/09, so the extension was not needed. Future cleanings will be monitored by the landscaper and done when the buffer reaches 8” in height. Three cleanings are included in the contract per year, and if needed, we can pay for additional cleanings. The landscaper is not authorized to bill for additional cleanings without board approval first.

3:39pm – Discussed May charges for copies. Per accounting, these are copies for delinquency packages. Because of the additional charges for late invoices, copies, etc. when accounts are late, the board will not be waiving late fees for past due assessments.

Meeting adjourned at 3:41pm

President Signature: _____

Secretary Signature: _____