

To: Brickyard Creek Board of Directors

From: Jeffery Garrett

Re: Meeting Minutes from April 20, 2021

Date: June 6, 2021

The Board of Directors of Brickyard Creek met on April 20 via Zoom video conference from 3:00p.m. - 5:07 p.m.

In attendance: Peter Tropman, Jim Gilson, Tony Jeannette, Dan Wilczek, Nancy Sandstrom, Terry Gibson, and Brickyard Creek Manager Jeffery Garrett - Quorum present

Absent: Brad Wiersum

1. Call to order at 3:00 p.m. by P. Tropman
2. Communicated that the Board approved new position description and salary increase of \$16,000 over two years for the Brickyard Creek Manager (now Director) in special session
- 3. Motion to approve the February 16th, 2021 Minutes by T. Gibson; second by T. Jeannette - Approved Unanimously**
4. Finance Committee - J. Gilson
 - No surprise expenses in 1Q
 - All first-half assessments have been paid
 - Bookkeeping and accounting has been transitioned from John Boll to Ryan Pierce (accountant from Ashland) - cost difference was expected and budgeted
 - Taxes were completed by R. Pierce
 - How to invest reserves is next task for Finance Committee
 - P. Tropman shared his gratitude for the work of the Finance Committee (J. Gilson, J. Garrett, and D. Wilczek)
5. Governance - N. Sandstrom
 - N. Sandstrom, Virginia Graves, and Pat Gottfried worked with consultant Kevin Stramburg from Ashland on Governance Documents
 - Position Description for Manager and relationship to each committee addressed
 - Reflects the framework for each committee
 - **Motion by N. Sandstrom to adopt Governance framework subject to ongoing editing and development; Second by T. Jeannette - Approved Unanimously**
6. Architectural Control Committee
 - P. Tropman emphasized that the ACC decisions are binding
 - S. Sandstrom provided update on the Tamarack mowing

- idea of the ACC and F&W Committee is to offer a compromise in 3 sections - no mowing close to shoreline, once a year mowing to keep down trees in middle section, and allowing consistent mowing or twice per month around cottages
- Erosion is an issue
- Failure to continue may result in a fine
- Correct process is being followed and the hope is to find a solution

7. Rental Matters - J. Gilson

- Introduced a rewrite of the violation protocol to include and respond to all members the same and fairly, including those who rent and those who do not
- The idea that all members are responsible for what happens at their cottage at all times
- Rental owners to be called if a problem at cottage and then they call their management company
- Communication Committee will be key to getting this information to the community
- D. Wilczek suggest that one person should be a clearing house for issues, that the Board is involved, and believes offended parties will not call neighbors or other owners.
- P. Tropman suggests the current system is broken and communication with owners with rent needs to re-established
- T. Gibson offered to be a member of the rental oversight committee
- The committee will continue to work on violation protocol document
- Occupancy limits to be determined

8. Board Election

- N. Sandstrom agrees to run for the Board to serve for one more year
- P. Tropman said he will serve in a non-voting ex-officio capacity to offer history and guidance
- Dan and Jim asked to continue to serve on the Finance Committee
- A letter to be sent to members asking for nominations to serve on the Board for one, two, or three year term(s)
- Discussion about different ways to hold electronic election and timing due to COVID
- Moving to a 5 member Board - ask candidates to write bio (possibly a video too) and why they want to serve on the Board

9. Annual Meeting

- J. Garrett to send out a "save-the-date" note to members with the possibility of an outdoor gathering lakeside
- Discussion about order of reports - agenda