

To: Brickyard Creek Board of Directors

From: Jeffery Garrett

Re: Meeting Minutes from October 4th, 2021

Date: October 17, 2021

The Board of Directors of Brickyard Creek met via Zoom on October 4th, 2021 from 4:30 p.m. to 5:42 p.m.

In attendance: Nancy Sandstrom, Peter Jaroff, Peggy Knapp, Kayla Picciano, David Culberson, and Brickyard Creek Director Jeffery Garrett - Quorum Present

1. Meeting called to order at 4:30 p.m. by Nancy Sandstrom
2. Violations
 - Review of communications and events that have taken place since early July
 - The owners and Windseeker were notified that needed to remove their fire pit
 - Fire reported and smoke observed on after notification (July 22nd)
 - Discussion regarding violations such as noise issues, fires, and occupancy limits
 - Board agrees that one communication to owners who rent is sent with rules, resort fees, occupancy limits, etc.
 - Violation items to go into a file for an annual review with Windseeker
 - **Motion that a warning is constituted by a complaint that violates current common expectations, rental rules, and safety issues, confirmed by the manager or ACC, and communicated to the owner by D. Culberson; Second by K. Picciano - Approved Unanimously**
3. Fine Structure
 - Discussion on how the fine structure works
 - Each violation per owner or their guests, regardless of offense, moves to the next level of the fine schedule
 - An incident constitutes a warning; if a violation or violations happen again there is a fine of \$250, then \$500 + \$250 (if not previously paid), up the fine structure
 - All warnings need to contain language about what will happen next if not addressed
 - Safety issues needs to be addressed monthly until fixed or lien to make sure it fixed
 - J. Garrett stressed the goal is to create community harmony
 - Monthly Board review of time and effort around violations or dealing with issues
 - **Motion that the fine structure is first a warning, second \$250, third \$500, fourth \$750, fifth a lien or other legal action as provided in the declarations and all violations are accumulative per owner with the exception of safety issues and if not remedied than the safety issue is inherited by the next owner - other violations start over with new ownership by K. Picciano; Second by P. Knapp - Approve Unanimously**

4. Addendum to Fine Structure

- **Motion that the failure to pay fine within 30 days of notification results in the initial fine amount added to fee every 30 days for which it is not paid by D. Culberson; Second by P. Jaroff - Approved Unanimously**

5. Penalty for Violations at Cottage #203

- Violations took place before fine structure was in place
- Penalty the discretion of the Board
- **Motion that given that the owners of #203 (the Pepin's) have had several violations they are fined \$250 with an additional \$250 added to the fee every 30 days until it is paid by P. Knapp; Second by P. Jaroff - Approved Unanimously**
- Letter to Pepin's should outline what will happen if there is another violation and/or if they do not pay
- N. Sandstrom offered to write letter to the Pepin's and Windseeker will be copied
- Request by J. Garrett for the Board to look at how the new fine structure policy is incorporated into the current Common Expectations

Meeting Adjourned 5:42 p.m.