

Countrybrook Meadows Homeowners Association

PO Box 25466
Tempe, Arizona 85285
(480) 820-3451

BOARD OF DIRECTORS OPEN SESSION MEETING MINUTES November 29, 2022

Board Members Present: Lorie Eberline, Audrey Harvey and Rita Amado

Board Members Absent: None

Management Present: Holly Costa, Community Manager - Kinney Management
Peri Swenson, West Valley Operations Manager - Kinney Mgt

Homeowner's Present: No Homeowners present

Call to Order: A quorum was established with three (3) out of three (3) Board members present. The Open Session meeting held at the Kinney Management Conference Room was called to order at 5:25 pm by Lorie.

Minutes: A motion was made, seconded and carried unanimously to approve the June 2022 meeting minutes as presented.

Financial Report: The October 2022 Financial Statements were reviewed by the Board; a motion was made, seconded and carried unanimously to approve them as submitted.

- A motion was made, seconded and carried unanimously to approve the transfer of \$2000 (\$3000 if needed to cover pool invoice) from reserves to operating.

Invoice(s) for Approval: Arrowhead invoice was approved.

Old Business:

- Pool Area Issues: Pump room door broken, lounge chair repairs pending (need handyman), gate key sticks, Rita turns on spa on Fridays and off on Sunday evenings, lights timer is set by Rita, bathrooms should be cleaned per contract. Bulletin board key (Betsy had the only one, haven't found yet), should also have backflow keys and pool room key (manager will ask Rodney).

New Business:

- A motion was made, seconded and carried unanimously to approve the 2023 Budget. Lorie signed the 2023 Budget.
- 2023 Meeting dates were set as follows: April 20th, June 22nd, August 24th, and Oct 26th, location for all is Kinney Management. Manager will reserve room for the Annual Meeting on 2-23-22 at 6:00.
- A community website was suggested by Peri Swenson. Benefits to the community include accessible information and communication. The board agreed to start a website in 2023. Peri to coordinate services and fees. \$6-800 setup fee, \$300/year ongoing, all updates provided.

Additional Items: None at this time.

Open Discussion: No Homeowners present at this time.

Next Meeting: The next meeting will be the annual meeting on 2-23-23 at 6:00 PM.

Countrybrook Meadows Homeowners Association

PO Box 25466
Tempe, Arizona 85285
(480) 820-3451

Adjournment: There being no further business to discuss the meeting was adjourned at 6:25pm.

Respectfully Submitted On Behalf of the Board of Directors for
Countrybrook Meadows Homeowners Association

Holly Costa, Community Manager
Kinney Management Services

BOARD REVIEWED AND APPROVED:


