

# **Briar Meadows Haven Homeowners Association, Inc.**

3363 University Drive, Suite 215  
Bryan, TX 77802  
979-764-2500

The Briar Meadows Haven Homeowners Association will hold a Board of Directors Meeting on Thursday, October 19, 2023 at 6:00 pm at Beal Properties, 3363 University Drive East, Suite 215, Bryan, Texas 77802.

## **Agenda**

1. Call Meeting to Order
2. Establish Quorum
3. Approve Previous Meeting Minutes
4. Financial Report
  - 3rd Quarter Financial Review
5. Management Report
  - Delinquencies
  - Violations
  - Property/Project Updates
6. Committee Reports
7. Old Business
  - Declarations Amendment
8. New Business
  - 2024 Budget
  - Change in the number of Directors
9. Adjournment

\*Under Chapter 209 of the Texas Property Code, all meetings of a Subdivision Association's Board of Directors must be open to Lot Owners, subject to the right of the Board of Directors to adjourn the Board Meeting and reconvene in closed Executive Session to consider actions requiring confidential matters, contract negotiations, litigation, delinquencies, enforcement, etc.

Please note that the Board Meetings are meetings of the Board of Directors, not the members of the Homeowner's Association. While Homeowners are generally allowed to attend Board Meetings (Except while in Executive Session), they are not entitled to participate in the Board Meeting and will only be allowed to do so if recognized by the presiding officer during the course of the meeting. This does not apply to those who are appealing a violation under Chapter 209 of Texas Property Code. Those who request a hearing under Chapter 209 within the time frame allowed, will be automatically granted time during the meeting.

BRIAR MEADOWS HAVEN OWNERS' ASSOCIATION

BOARD MEETING

July 12, 2023

PRESENT: LYNN HULTS, LEE PARKER, TIFFANY CANTRELL, JOANA ROCHA, LAURA CHAMBERS, JAMES GONZALEZ, REBEKAH BRANSOM

BEAL ATTENDEES: LARA LEWIS

NOT PRESENT: NONE

GUESTS: 3088 PETERSON CIRCLE, 3094 PETERSON WAY, 3083 PETERSON CIRCLE

President Lynn Hults called the meeting to order at 6:20 p.m.

April minutes were approved. A motion to approve was made by Lee Parker and seconded by Laura Chambers. All were in favor.

Financial report was given by Lee Parker.

Management Report was given regarding delinquencies, violations and property/project updates.

Old business: None

New Business: Board meeting and Annual meeting will be held on October 25, 2023 at 7:00pm.

The meeting adjourned at 7:16 pm.

## Cash Flow

### Beal Properties

Properties: Briar Meadows Haven Owners Association - 3363 University Drive East Bryan

Date Range: 07/01/2023 to 09/30/2023 (Last Quarter)

Accounting Basis: Cash

Additional Cash GL Accounts: None

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
<b>Operating Income &amp; Expense</b>				
<b>Income</b>				
Begining Balance	0.00	0.00	28,269.70	66.94
Homeowners Association Dues	950.00	98.48	13,950.00	33.03
Certified Mail Charges Recovered	14.71	1.52	14.71	0.03
<b>Total Operating Income</b>	<b>964.71</b>	<b>100.00</b>	<b>42,234.41</b>	<b>100.00</b>
<b>Expense</b>				
Insurance	0.00	0.00	1,811.00	4.29
Lawn/Property Maintenance	974.25	100.99	2,598.00	6.15
Management Fee	900.00	93.29	3,400.00	8.05
Misc. Property Expense	0.00	0.00	57.88	0.14
Newspaper Advertising	0.00	0.00	43.00	0.10
Professional Fees	0.00	0.00	207.94	0.49
Website	0.00	0.00	365.68	0.87
<b>Total Operating Expense</b>	<b>1,874.25</b>	<b>194.28</b>	<b>8,483.50</b>	<b>20.09</b>
<b>NOI - Net Operating Income</b>	<b>-909.54</b>	<b>-94.28</b>	<b>33,750.91</b>	<b>79.91</b>
Total Income	964.71	100.00	42,234.41	100.00
Total Expense	1,874.25	194.28	8,483.50	20.09
<b>Net Income</b>	<b>-909.54</b>	<b>-94.28</b>	<b>33,750.91</b>	<b>79.91</b>
<b>Cash Flow</b>	<b>-909.54</b>		<b>33,750.91</b>	
<b>Beginning Cash</b>	<b>34,333.51</b>		<b>-326.94</b>	
<b>Beginning Cash + Cash Flow</b>	<b>33,423.97</b>		<b>33,423.97</b>	
<b>Actual Ending Cash</b>	<b>33,423.97</b>		<b>33,423.97</b>	

### Expense Distribution

Properties: Briar Meadows Haven Owners Association - 3363 University Drive East Bryan

Payees: All

Bill Date Range: 07/01/2023 to 09/30/2023 (Last Quarter)

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description	
<b>6475 - Lawn/Property Maintenance</b>												
44640	07/11/2023	Briar Meadows Haven Owners Association		3363 University Drive East Bryan	Greener LawnScapes	2200	324.75	0.00	6014	07/11/2023	Drainage Cleanup + Mow	
45936	08/07/2023	Briar Meadows Haven Owners Association		3363 University Drive East Bryan	Greener LawnScapes	2200	324.75	0.00	6016	08/07/2023	Drainage Cleanup + Mow	
47024	09/07/2023	Briar Meadows Haven Owners Association		3363 University Drive East Bryan	Greener LawnScapes	2200	324.75	0.00	6018	09/08/2023	Drainage Cleanup & Mow - 3074 Peterson Cif	
							<b>974.25</b>	<b>0.00</b>				
<b>6540 - Management Fee</b>												
	07/05/2023	Briar Meadows Haven Owners Association		3363 University Drive East Bryan	Beal Properties	2200	300.00	0.00	6013	07/07/2023	Management Fee for 07/2023	
	08/03/2023	Briar Meadows Haven Owners Association		3363 University Drive East Bryan	Beal Properties	2200	300.00	0.00	6015	08/07/2023	Management Fee for 08/2023	
	09/07/2023	Briar Meadows Haven Owners Association		3363 University Drive East Bryan	Beal Properties	2200	300.00	0.00	6017	09/08/2023	Management Fee for 09/2023	
							<b>900.00</b>	<b>0.00</b>				
<b>Total</b>							<b>1,874.25</b>	<b>0.00</b>				

# 2024 Annual Budget - DRAFT

Exported On: 2023-10-18 17:42:30 -0500

Properties: Briar Meadows Haven Owners Association - 3363 University Drive

As of: Sep 2023

Account Name	YTD Actual	2023 Budget	2024 Budget
<b>Income</b>			
Residual Income	0.00	0.00	32,000.00
Beginning Balance	28,269.70	0.00	0.00
Homeowners Association Dues	13,950.00	14,750.00	0.00
Certified Mail Charges Recovered	14.71	0.00	0.00
<b>Total Operating Income</b>	<b>42,234.41</b>	<b>14,750.00</b>	<b>32,000.00</b>
<b>Expense</b>			
Insurance	1,811.00	2,000.00	2,000.00
Lawn/Property Maintenance	2,598.00	3,900.00	4,000.00
Legal Expense	0.00	0.00	500.00
Membership Meeting Expense	0.00	500.00	0.00
Management Fee	3,400.00	4,600.00	3,600.00
Misc. Property Expense	57.88	0.00	100.00
Newspaper Advertising	43.00	0.00	0.00
Office Expenses	0.00	200.00	0.00
Postage	0.00	270.00	0.00
Professional Fees	207.94	1,000.00	250.00
Property Taxes	0.00	5.00	5.00
Special Projects	0.00	0.00	15,000.00
Transfer to Reserve	0.00	0.00	6,000.00
Website	365.68	500.00	500.00
<b>Total Operating Expense</b>	<b>8,483.50</b>	<b>12,975.00</b>	<b>31,955.00</b>
Total Operating Income	42,234.41	14,750.00	32,000.00
Total Operating Expense	8,483.50	12,975.00	31,955.00
<b>NOI - Net Operating Income</b>	<b>33,750.91</b>	<b>1,775.00</b>	<b>45.00</b>

This budget would have you collecting NO dues for 2024. We need to use the residual income that you have accumulated. It would allow you to set up a very healthy reserve account with six months of operating expenses in it. And it allocates \$15,000 to special projects. The projects Lee and I discussed were putting a crushed granite walking path back to the city park area, and keeping some money back to be able to clean out the detention pond (remove silt) when it becomes necessary. If the money for projects is not used next year (or 2025), we will need to look at putting it back into the budget and reducing dues or not collecting dues again for a year. I put the money in for the website, but I would recommend that you drop that site, since it is not maintained.