

Fairways at Brookside (FAB) II  
Council and Residents Meeting  
July 17, 2023

In Attendance:

Council Members:

Craig Cobbs, President  
Kristie Galanti, Vice President  
Janes Birks, Treasurer  
Jean Creedon, Secretary  
Absent: Kelly Colfer

Property Manager, Brad Jones

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The meeting was called to order at 6:01 PM followed by the Pledge of Allegiance and Roll Call of the Council.

Secretary's Report:

Craig Cobbs reported that the Minutes of the May 8, 2023, Council and Residents Annual Meeting were previously approved unanimously by Council.

Treasurer's Report:

Jane Birks reported that as of June 30, 2023, the balance in the operating account was \$34,555 and the reserve was \$41,143.59. These numbers represent that we are in "good shape" financially. Council and Brad Jones will soon begin to work on the budget for 2024. The annuity will be transferred to Jane and Craig. A motion to approve the Treasurer's report was approved unanimously by Council.

Grounds and Maintenance:

Craig reported that Turfpro has trimmed the shrubs in FAB II, although Brad noted that they did so without notifying him as had been agreed to. Some residents said that while Turfpro did trim some of their shrubs and bushes that should not have been touched, they did a good job. Most of the gutters have been cleaned but a few more remain and will be done. The lingering drainage issues at E Building will be addressed soon, as recent rains have helped to identify where drainage issues still exist. The cost will be \$4,250.

Manager's Report:

Brad Jones said that Craig had already covered the topics he would have addressed and all he wanted to add was that after spending the \$180,000 on paving, we still have a good reserve balance.

FAB Trust Representative Report:

Jane Shingler updated those in attendance about her time as the Trust Representative so far. She was only able to attend one of their last three meetings but has stayed informed. The pool has been operating well, although there have been some issues with some of the monitors. The Trust is discussing having a pool manager next year. There

was some discussion about the residents list that is used by the monitors and that updating it for new renters and owners should be considered. Replacing the pool tags with fobs was discussed and a camera installed to identify any violators. The current pool rules and regulations were provided to unit owners in June and Jane has copies if needed. The Trust is also still working on the ongoing issue with FAB I residents parking at the Clubhouse and Jane said they are making some progress. It was mentioned that painting parking lines seems to have improved the number of cars that can park in the lot.

#### Old Business:

Brad revisited the previously discussed cost of fixing the long-standing drainage problem at the E Building. Council made a motion to accept the proposed bid of \$4,250 and it passed unanimously. As this was the first meeting since the repaving project was completed, Brad wanted to again thank residents for the huge role they played in making the project a success and noted that it was the first time he has ever done such a project without having to tow any cars! Jean told residents that Council and Brad had discussed residents' requests to place a garbage can at the recycling area for residents to dispose of garbage bags used to transport their recycling and determined that it would not work as hoped. Brad said that he had experience with this in other associations and found that people would put other trash and dog waste bags in the garbage can, quickly filling it with things other than what was intended. The last item in Old Business was a follow up on the shrub removal project. Brad and some residents were not satisfied with how Turfpro left some of the areas where shrubs were removed, so Brad informed Turfpro that he would not issue their check until it was resolved. It was then resolved to everyone's satisfaction.

#### New Business:

Pending Council approval, Brad said the message board for the mailbox area is ready to be purchased. Council voted unanimously to approve spending \$1,471.94 for the message board. Continuing the conversation about the mailbox area, Brad said that some Council members and some people on the Beautification Committee would like to clean up the area on the other side of the fence near the flagpole. A section of that area would be cleaned up and a weed mat put down, crushed stones on top and some plantings. Brad suggested Council vote to spend up to \$350 for this project, but because other Council members had not had time to learn more about this a vote was postponed. Brad and Jean then said that a "little library" was also proposed for that area and Council voted unanimously to approve. Addressing residents concerns about the number of people who speed on Whitemarsh Place and reports of near accidents, Brad and Council discussed the problem. It was decided that people who are observed driving at an unsafe speed should report the incident to Brad and provide as much information as possible such as a description of the car, a plate number, and the date and approximate time but were warned not approach the driver. Brad will do his best to identify the resident and send them a notice. In the future, fees for violating the speed limit might be imposed. If the residents are from another section and speeding going to or from the Clubhouse/tennis courts/pool area, Brad will check with the other property manager to see if the resident can be identified and contacted. FAB II is also considering putting a stop sign at the turn off that road onto Whitemarsh. Repairing the FAB II sidewalks is one of our next long-term projects to be addressed. Christie Galanti

walked the FAB II property and noted where there were steps/stairs without a handrail. The good news is that she only found two remaining that need handrails and those will be addressed by Council for safety reasons.

Annual Audit:

A representative of Gorman & Associates, the CPA firm that we employ to do our annual audit, gave the annual report. A PDF or hard copy will be available for all to review. As an independent third party, they review our financial records and help to set up financial statements that Council and Management can rely on to make budget decisions. He said despite the change in management, all went fairly smoothly and all the information was accurate and complete. He suggested that the best page for residents to review to get an overall view of the report is page 13. There was one deficit of \$1,806, mostly due to snow removal costs. Finally, he said that it was important to understand that this was an audit of two different financial systems due to the different management systems. Council voted unanimously to approve the audit.

Open Forum:

A resident asked if Council had a particular color to be used for staining patio fences and was told that information would be determined and interested residents should contact Brad. Jean suggested that Council consider creating a list of vendors that residents have used and recommend and a list of home projects that residents are going to undertake to see if any other residents are planning to do the same and maybe they can ask for a discount from the vendor. Following up on that, a resident shared that she has been extremely pleased with American Home Shield and the policies she has had with them for the repair/replacement of appliances and HVAC units. Someone asked about replacing any damaged black wood panels that are under some windows and Brad said those have been inspected to find which need replacement. One of the reasons some shrubs were cut back was because they couldn't get to the panels to look at them. When asked about responsibility for the removal of overgrown weeds at a unit, Council said that is something that is being worked on and will definitely be part of the new Rules and Regulations. Part of the process is identifying which growth is the responsibility of the unit owner and which is on Council. The final comment was a resident noting how wonderful and healthy our grass is looking. Council said part of that was the return to fertilizing constantly, which was started last year and can take a few years until the previously damaged parts can be healthy again.

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A Motion was made to adjourn the meeting at 7:27 PM and it passed unanimously.

The Minutes were unanimously approved on Aug. 20, 2023.



Jean M. Creedon, Secretary

