

SPRINGBROOK

Board Meeting Draft Minutes

Date:	10/07/21		Present	Absent
President	Opie	Dodrill	x	
Officer	Mike	May	x	
Secretary, Bookkeeper	John	Braze	x	
Officer	Cindy	Stockdale	x	
Officer	Eddie	Holloway	x	

Meeting called to order by : Opie 6.03

John Minutes from last meetings reviewed:

Motion: Mike/Cindy Approved Unanimous

Cory Treasurer Report: full report pending

Bancorpsouth reconciled as of 11/30/21

Springbrook IRS tax return due by Dec 15 Signed by President

**Old Business**

Opie 1. Letter from lawyer (**copy attached # 1**) confirming that Horses and Ponies can be stabled  
 Consensus on any Springbrook residential property of 2 1/2 acres or more and is a "Ranchette"

Opie 2. Opie to Open new account with "Commercial Bank and Trust" ASAP

Opie to coordinate all accounts and updates with new bank

Venmo, Southwest, Kubota, Debit card

order checks, deposit slips and cancelation stamps.

Each current Board member will be authorized to sign checks for board Pre-Approved

Springbrook business and projects.

Consensus John Sign Check from Bancorpsouth for \$4000.00 to Commercial Bank and Trust

to open new checking and saving accounts.

Opie 3. Approve letter to Chris Baker.

If any time restraints of the agreement is violated the covenant fines will kick in

and this letter becomes void immediately and must be renegotiated at that time.

Opie 4. Christmas House Decorating for 2021 (\$50. \$30. \$20 Lowes Gift Cards

Consensus Judging will occur Dec 18th ((Board Members email your 1st, 2nd 3rd place by 9:00am Dec 19th))

**New Business**

Opie 1. Outsourcing Springbrook Accounting

Consensus Research and get estimates for outsourcing Springbrook's Accounting & Record keeping.

To include All board approved:

Membership Communications, Collection of Regular Assessments and Special Assessments,

Collection of Delinquent, Lien accounts, Sticker Requests etc.

Opie 2. Rewrite the Sticker Request Form to include

Consensus "your signature on this request means that you agree to not give any sticker to

family or friend who is not a member of the Springbrook Property Owners Association (SPOA)."

John so ordered so done (copy attached # 2)

John 3. Policy and Procedure Manual

Consensus All current Board Members Sign the Current Approved "Policy and Procedure Manual"

Opie 4. Water to the pavilion and Electrification of the Pavilion

Consensus Opie to get 3 "Extended" Estimates from fully Electrictrions.

To get electricity from Meter to inside lights, outside lights and weather proof receptacles

Consensus Opie to get 3 "Extended" Estimates to get water from Well underground to Pavilion (Frost Free)

Opie 5. Review all Springbrook "signs" by the January Meeting

Consensus Opie to clean, repaint and/or get quotes to buy new authorized Springbrook signs

Opie 6. Request a budget be prepared for 2022

conses John to draft a proposed budget

51					
52	John	6. Special Assessment letters			
53	Consensus	Invoices and Sticker Request Updated Form to be mailed together			
54		Dec 9. 1:00 to Stuff & Stamp at the office to be mailed on 12/10/21			
55	<b>Discuss</b>	1. Request for an Official Springbrook "Letter Head" with a "Logo"			
56	Consensus	All Board members to research and submit suggestions at next meeting.			
57					
58		Being no further business meeting adjourned at:		9:15	
59	Opie/John	To Adjourn	Approved		
60					
61	Next Meeting	Jan. 6, 2022			
62		Respectfully Submitted:			
63			President;	Opie Dodrill	
64					
65					
66			Secretary:	John Brazee	