



Brandon Acres Homeowners Association

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Board of Directors Members:

President: Jennifer Hagen

Vice President: Joe Walker

Treasurer: Mandi Brodsky

Secretary: Mary

Committees:

Director of Committees: Richard Hodges

Amenity Committee: Vacant

Nominating Committee: Vacant

Architectural Control Committee: Vacant

Social Committee: Vacant

Board of Directors - Monthly Meeting

Meeting Date: Friday July 18th, 6pm - 6:45pm, via Google Meet

Meeting Minutes:

Jennifer opened with news about our accounting situation. Today was the deadline for the CPA to provide us with the necessary data for our migration to the new QuickBooks online platform.

Jennifer stated she has not yet received the information and will defer payment until we have received all the required data. Once we have received the data from the CPA, we will upload it to QuickBooks.

Jennifer stated she visited the CPA's office to retrieve the checks and any other necessary documents, but unfortunately, none were available.

Jennifer reiterated how unresponsive the CPA has been. The CPA will prepare our tax return for 2024 since they have the necessary data for 2024. They are expected to send a copy of the tax return to file by the extension deadline. We will need to find an alternative CPA service for our 2025 tax returns. Jennifer has identified a potential new CPA.

Jennifer reported that she sent a letter to the neighborhood to request that residents refrain from sending payments to the CPA. The HOA address has been updated to the address of the pool and Mandi will be posting on the whiteboard for residents to drop their payments in the designated mailbox.

Jennifer transitioned to discussion of the No Solicitation sign. She reported that we cannot enforce a no soliciting sign at the front of the neighborhood. Residents are permitted to place such signs on their own property. Board decided to go ahead and replace the sign anyway to try and help deter solicitors.

Joe will be working on an upgrade for the whiteboard at the front of the neighborhood to make it more noticeable and readable.

Richard investigated the timers and determined that solar panels are not a suitable option due to the trees in the area. However, he found some landscape-wired lights that we can install with a dusk-to-dawn light sensor. These lights would cost between \$80 and \$100 each side, with a set of four costing \$30 and each timer costing \$25.

Richard also provided an update on security cameras. The company offers various deals on a weekly basis. He will monitor the current sales and purchase new cameras once they reach a favorable price point.

Jennifer discussed that our Wix website is scheduled for renewal. The board voted to pay for a two-year renewal instead of a one-year renewal to save money.

Jennifer stated the pool party was a resounding success, and Jennifer has registered 12 new pool keys, indicating that payments are being made.

The discussion transitioned to topic of accepting Zelle payment option for dues. Jennifer expressed reservations about the Zelle payment account due to the associated bank fee (not free for business accounts) and the lack of integration with QuickBooks. We are transitioning to electronic payments through QuickBooks online, where the credit card fee will be included in the invoice. Customers can make payments via credit card through the provided pay link.

Residents who prefer to pay by check can print the invoice and continue to mail their payment/drop it in the mailbox.

Katie proposed installing an additional board at the pool entrance to enhance communication and provide residents with more information.

Jennifer said to date, 42 individuals have registered for email billing, while approximately 10 individuals may continue to pay by check.

The HOA received a donation of several small whiteboards, and we intend to replace the cork board at the pool with a similar board adjacent to the mailbox to inform residents about payment drop-off.

Katie raised concerns regarding the possibility of internalizing our accounting and invoicing processes. To address this, we will include a section in the newsletter dedicated to the treasurer's quarterly financial updates, thereby enhancing transparency. Once QuickBooks is operational, we will gain easier access to our budget and can disseminate this information more effectively.

Jennifer informed us that the pool filter is still leaking, and Joe has agreed to inspect it this weekend.

Next HOA meeting TBD. Meeting adjourned.