



Brandon Acres Homeowners Association

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2025 Board of Directors:

President: Jennifer Hagen	Committees:
Vice President: Joe Walker	Architectural Control Committee: Vacant
Treasurer: Mandi Brodsky	Amenity Committee: Vacant
Secretary: Vacant	Social Committee: Vacant
Director of Committees: Richard Hodges	Nominating Committee: Jennifer Hagen

BAHA Board of Directors - Monthly Meeting

Meeting Date: Wednesday Oct 8, 2025 – 6:30-7:30pm, Google Meet

Meeting Minutes:

Jennifer opened the meeting and let the group know that the minutes from the Aug meeting were posted on the website. She shared community updates regarding recent home sales and currently vacant properties. Mary will be closing soon so this will be her last meeting.

Jennifer reported that letters have been sent to homeowners whose recent covenant submission contained errors. She is working with each of the homeowners to correct the errors and resubmit them so they can be eligible to vote at the annual meeting. She transitioned to a previously tabled topic that Katie raised regarding inviting a notary to the Annual Meeting to sign new members up. The group discussed whether that would be an effective use of her time since the meeting typically draws only current members. Joe suggested that we have a sign-up sheet to capture those interested in joining and perhaps conduct a mass signing event in the Spring instead. The group agreed that sometime before the pool opens would be ideal for that and that we should advertise and give 30 days' notice so those that want to rejoin may attend.

Jennifer reported that there has been interest from neighbors regarding the Annual billing option but some have requested to pay in Spring instead of in full on Jan 1. Options for a due date were discussed and the group agreed to allow an extension on the due date to April 1 for those who wish to pay in full.

Jennifer reported that the HOAs Federal Tax return has been mailed ahead of the extension deadline. Additionally, she reported finding an error on the Gwinnett County Tax bill for stormwater calculations. She called and worked it out with the County and reported that credit for the overcharge has been issued but will be applied to next year's bill. She recommended that everyone take a review of their property tax bills as the stormwater calculations changed this year and the value offset exemption was missed on some people's bills. She shared updates on other upcoming bills and expenses expected to be paid out in the next month.

Jennifer reported that the pool is now closed for the season and that the water has been shut off and pipes drained for winter. Joe provided updates on the pool conversion project. The leaking filter must go as it is starting to damage the

wall in the pool house. Jennifer stated that the pool cover box is already rotted through the bottom and will also need to be replaced. Joe will work to provide a list of everything that is needed to upgrade the plumbing for both Chlorine upgrade and Saltwater conversion scenarios for the Annual meeting. He also suggested that we need to redo the whole building. Jennifer recommended he pull together a proposal for discussion with the neighborhood at the annual meeting. Jennifer suggested that the upgrade installation take place around the March/April time frame so that we can have the pool ready for opening in April/May. The group also discussed tabling the pool house floor resurfacing until after the installation to prevent damage to the new floor surface. Also tabled until Spring was the task of cleaning out the pump room since the dumpster is on seasonal hold with no pickups until Spring. The group discussed insulating the water main pipe in the pump room to prevent freeze damage.

Jennifer reported that the erroneous charge from the camera company will be refunded. They also finally agreed to a full refund of the cameras that we no longer need. Jennifer will proceed with the return and credit process. Project to upgrade the existing cameras will be revisited in Spring. Jennifer gave an update on the broken mailbox issue. The wood post appears to have just split, and it caused the mailbox itself to be dented when it fell and hit the street. She screwed the post back together and made repairs to the mailbox door, but it will need to be replaced soon. She recommended that we evaluate replacement options and include them in the budget next year. Options of having a separate secure drop box for payments vs. having homeowners drop in the general mail slot were discussed. Crystal volunteered to look up some options for Jennifer. Jennifer suggested that Mandi hold off on placing new letters on the mailbox until the new mailbox is installed. Jennifer transitioned to the entrance. Joe agreed that we hold off on the project to repaint the fence until Spring. Lighting options to illuminate the whiteboard were discussed and instead of extending the existing lighting option which comes as a minimum of 4 lights, we opt for a single solar light instead. Joe will look into that.

Jennifer provided Treasury updates and reported the current bank balance, deposits made and totals for new payments just received today. She reported that so far the Quickbooks transition has been a success and most homeowners are making payments on time and some by credit card. There is additional work and cost associated with credit card payments to manage in the books but so far it is going well. Jennifer reported that there are 28 past due homeowners and mentioned that 4 of them are on track to be turned over to collections later this month for excessive non-payment of their dues. She went over the homeowners that have reached out about payment arrangements and those that were previously past due but now are all caught up.

Jennifer transitioned to discussion of the Annual Meeting game plan and agenda. She ran through the timing of setup, check-in and transition between key topics. Jennifer asked for volunteers to help with check-in and to capture the meeting minutes for the Annual meeting. Katie agreed to help. The group reviewed the agenda items and discussion topics. Jennifer has prepared and posted a Proxy form to the website for those that wish to vote but cannot attend. Jennifer will post the agenda and budget proposal to the website for the meeting as soon as it's available.

The group discussed the playground proposal and decided to defer the style selection to the community if decided on. The group agreed that we would solicit a contractor to build it once a design has been decided. Jennifer cautioned that sharing an estimate for differences in insurance cost at the annual meeting may not be very accurate if quoted before a playground style is selected. Joe recommended that we also check out the building code to evaluate potential limitations on options.

Jennifer shared that a neighbor reached out to help with the Secretary position next year. She is working with the new neighbor to complete the covenant submission process to be eligible for the election. Katie shared that she would like to also be considered for the Secretary position instead of as Treasurer next year since Secretary position better aligns to her interest and skillset. Jennifer will make the necessary adjustment on the ballot. She indicated that she plans to finalize the ballot at the end of the month to allow time for additional candidates to step up and fill vacant roles. Jennifer followed up with Katie about updating the whiteboard to announce the annual meeting. Katie reported that she updated it today.

Next meeting is Annual Meeting Nov 9 at pool at 1pm. Meeting adjourned at 7:29pm