

**Brandywine Homeowners Association, Inc.**  
 Board of Directors Meeting Minutes  
 Condo clubhouse  
 2/15/2023

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**Call to Order:**

- at 7:00 PM
- by Stanley Wickett **Verification of Quorum:**
- 5 of 5 Board Members in attendance.
- Liliane Benucci, Kenneth DeForest, Cheryl Johnson, Daniel Perez, Stanley Wickett

**Proof of Notice**

- Notice provided in accordance with Florida Statutes

**Previous Meeting Minutes:**

- Submitted.
    - Motion to approve the previous Board of Directors Meeting minutes from 1/10/2023 as
    - By: Liliane Benucci
    - 2nd by: Kenneth DeForest
    - Vote: Unanimous by Members Present
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**Old Business**

- **Action Item: Signs by the ponds**

Liliane to follow up about No Swimming, beware of wildlife signs

**New Business**

- **Motion: Clarify Violation Process**

Glen updated the Violation Process and presented document to board and explained process to those in attendance. Board approved as amended. Basic process is that violation letters will be sent monthly after inspections. The first letter is a 30 day notice to fix the violation. It will be checked 30 days later at the next inspection and if still not cured, a 2nd 30 day letter will go out saying if not cured or if they don't communicate with manager that the next month it will escalate to the attorney.

- By: Liliane Benucci
- 2nd by: Cheryl Johnson
- Vote: Unanimous by Members Present
- **Discussion: New Member List**

Due to the challenges with keeping this list accurate and the lack of use, it will be discontinued.

- **Discussion: Housekeeping issues**

1. Expressed need for another ARB committee member
  2. Annual Community Yard Sale on March 11
  3. Condo Association had their attorney reach out to us stating they felt that they should not have to paydues or be subject to the Brandywine HOA. Stan is having the association attorney to review. Two
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board members from condo came to the meeting and expressed their desire to make this amicable. Agreement was to at least get attorney's review of this from the documents.

- **Discussion: Next Meeting Tuesday, March 14 at 7 PM**

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**Adjournment:**

- Motion to adjourn at 8:24 PM by Liliane Benucci
- 2nd by Stanley Wickett
- Vote: Unanimous by Members Present

