

Briarwood Falls Association
Executive Board Meeting
August 20, 2025, at 5:30 PM
Meeting Minutes
Approved

Chair: Joe Geiger, President

Minutes Submitted by: Kathy Kazarian

Members Present: Joe Geiger, President, Don Greene, Vice President, Kathy Kazarian, Treasurer/Director, Jeff Marshall Secretary/Director, Karen Pontrelli, Director, Barbara Lefevre, Director

Members Absent: None

Community Members Attending: # Units represented in person -5
No Zoom

Topics	Discussion	Action
1. Call to order Regular Session	Meeting called to order at 5:30 PM	
2. Additions to the agenda	Board Officer change	
3. Repairs and Maintenance	Several repair and maintenance items that were detailed at the 08/14/25 Executive Board Meeting were brought forth for approval. a. Window IGU Replacements b. Deck Repairs c. New Tree Removals & remove arborvitae hedge d. 1 Starling Walkway Repairs e. 7 Snowbird Walkway Repair f. 80 MB Water Leaks g. 7 Snowbird loose Living Rm Window	a. On a MOTION by Joe Geiger SECONDED by Kathy Kazarian to approve Window IGU Replacements b. On a MOTION by Joe Geiger SECONDED by Karen Pontrelli to approve Deck Repairs c. On a MOTION by Joe Geiger SECONDED by Barbara Lefevre to approve new tree removals & remove arborvitae hedge d. On a MOTION by Joe Geiger SECONDED by Kathy Kazarian to approve 1 Starling Walkway repairs e. On a MOTION by Joe Geiger SECONDED by Barbara Lefevre to approve 7 SB

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		walkway repairs f. On a MOTION by Joe Geiger SECONDED by Barbara Lefevre to approve 80 MB Water Leak repairs g. On a MOTION by Karen Pontrelli SECONDED by Kathy Kazarian to approve 7 SB loose window repair. Vote: All Passed
4. Board Officer Change	A change in officer duties is being set forth, effective immediately, Jeff Marshall, Treasurer, Kathy Kazarian, Secretary. Jeff Marshall has many years of experience in accounting and will fill the role as Treasurer, Kathy Kazarian has previously served as Secretary and will reassume that role. All were in favor of this change. Updated Board of Directors list attached.	
5. Community Member input	A comment was made that while it is appreciated work is getting done in the community, it doesn't look favorably on the Association to make repairs and maintenance through special assessment funds. A more realistic budget with adequate funds in the repair and maintenance line item going forward should be the goal. Another comment was made about the correct order of making motions and having discussions within the meetings.	
6. Adjourn	Meeting was adjourned at 6:00 PM	On a MOTION by Karen Pontrelli SECONDED by Kathy Kazarian to adjourn Vote: Passed

Attachments (1): Board of Directors list (rev.8/20)

Briarwood Falls Executive Board

President

Joe Geiger

Vice President

Don Greene

Treasurer

Jeffrey Marshall

Secretary

Kathy Kazarian

Directors

Karen Pontrelli

Barbara LeFevere