



# BRIAR RUN ESTATES HOMEOWNERS ASSOCIATION, INC.

HOA Newsletter

WINTER 2020/2021

## Board of Directors

*Joe Bosco – President/Treasurer*

*Becky Dingus – Vice President*

*Barbara Sobol - Secretary*

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Next meeting: **The Annual Meeting will be virtually, February 25, 2021 at 6:00pm (more details to follow).** Residents are welcome and encouraged to attend!

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**[www.BriarRunHOA.org](http://www.BriarRunHOA.org)**

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## Happy New Year!

Wishing you and yours all good things in the New Year! And in this time of COVID-19 pandemic, remember to take care of your Briar Run neighbors, yourself, your family and friends -- wear your mask, avoid congregating in groups, and line up for your vaccine!

## Financial Corner

The most recent balance sheet (11/30/2020) reflects that the Association has the following funds:

|                       |          |
|-----------------------|----------|
| Operating Cash:       | \$47,385 |
| Capital Reserves:     | \$70,742 |
| Contingency Reserves: | \$5,567  |

Capital Reserves are used for items such as road paving.

One of Clagett's responsibilities on behalf of your Homeowners Association is to assure that quarterly homeowners' dues are received and in timely fashion. If you get behind in your payments, please contact the management office ([melkon@clagett.com](mailto:melkon@clagett.com)) to discuss arranging a repayment plan prior to allowing your account to accrue fees or property liens. The Association aggressively pursues delinquent accounts, first with a lien on the property, and then by turning the account over to a local collections attorney to file suit, garnishment, etc.

## Housekeeping!

Please keep in mind several basic "must adhere to" items when it comes to the maintenance of your property. As we move into Winter, please also:

- Prune back perennials and tidy-up your landscaping
- Turn your hose bib off to avoid frozen pipes
- Trash/Recycle cans keep out of public view
- Clean up after your dog if they dispose on other people's property or common areas



**Briar Run Estates  
c/o Clagett Management**  
115 North Queen Street  
Martinsburg, WV 25401

**Community Manager:**  
**Marla Elkon**  
**E-mail:**  
[melkon@clagett.com](mailto:melkon@clagett.com)  
**Phone:**  
304-596-6630 x1102

Please contact Marla with any questions or concerns at the above email or phone number.

## 'Tis the Season

Please be sure to lock your vehicles and your homes to avoid any unwanted intruders lurking in your personal belongings. This time of year is full of fun and laughter but it also brings out theft in vehicles and homes. Protect your valuables!

## Signs

Please remember that signs of any kind -- including signs of contractors doing work on your house -- are not allowed.

Please see our Covenants #10 in the first section:  
***"No signs, billboards, or advertising devices of any kind.... within the subdivision...."***

## Parking

Our cul-de-sacs are not parking lots! Please! Do not park your vehicles or trucks in our cul-de-sacs (especially head-in!), or on the street, or on the grass. We have driveways for that. Our driveways can be (beautifully even!) widened and/or extended. And a reminder about snow removal, which we contract for when 3" are expected: snow removal cannot happen if our cul-de-sacs and streets are cluttered with cars and trucks.



## 2021 Annual Meeting

In accordance with the By-Laws of Briar Run Estates, notice is hereby given that the Annual Meeting will be held on virtually on **Thursday, February 25, 2021 at 6:00 PM.**

The purpose of this meeting will be to review the affairs of the Association, elect three (3) members to the Board of Directors, and to provide an opportunity for residents to voice their comments and/or concerns regarding the community.

Due to the nature of the virtual meeting, there will be no nominations or voting on the floor. Another notice will be sent with instructions for attending the annual meeting.

We hope to see you there!

### **2021 ANNUAL MEETING AGENDA**

- I. Call to Order
- II. Proof of Notice of Meeting
- III. Approval of Prior Meeting Minutes
- IV. Reports, *if any*
- V. Election of Directors
- VI. Unfinished Business
- VII. New Business
- VIII. Adjournment

*This agenda is subject to change prior to the meeting.*

**\*PLEASE NOTE THAT THIS ANNOUNCEMENT SERVES  
AS YOUR OFFICAL NOTICE OF THE 2021 ANNUAL  
MEETING**