

# *Briar Cove*

**Subject: Annual Meeting**

October 28, 2024

**JOHN AND CHRISTINE POPP  
842 MANISTEE AVE  
SCHERERVILLE IN 46375**

**RE: 842 MANISTEE AVE**

The annual meeting for the Briar Cove will be held on:

**Thursday November 21<sup>st</sup>, 2024  
7 pm  
Crossroads Community Church  
1538 Janice Drive, Schererville, IN 46375**

As a homeowner in the Briar Cove , attending this meeting is in your best interest. Your active participation ensures that your ideas and concerns regarding the use of Association funds are considered. With full participation of all owners at the annual meeting, clear priorities can be set for your annual budget and implementation of future maintenance projects.

If you have any issues or concerns you would like added to the agenda for the meeting, please contact Resource Management by **November 18<sup>th</sup>, 2024**. It is imperative that all topics/questions be submitted in advance to ensure that all questions get answered properly in the time allotted. Items that are not on the agenda may not be covered due to time restraints.

We expect to see you at the meeting.

If you are **unable to attend**, fill out the enclosed proxy and return it to Ardsley Management at the address below by **November 20<sup>th</sup>, 2024**.

Also enclosed is your Fall 2024 Newsletter.



**BRIAR COVE PAIRED COTTAGE HOMEOWNERS' ASSOCIATION  
ANNUAL MEETING  
NOVEMBER 21, 2024**

1. Call to order – Allen
2. Pledge of Allegiance - Mark
3. Introduction of Briar Cove Board members – Allen
  - President – Allen Jongsma (2025)
  - Vice President – Mark Henson (2025)
  - Secretary - Dru Bocek (2026)
  - Director – Ralph Flens (2025)
  - Director – Jay Popp (2025)
4. Introduction of Ardsley/Resource Management personnel
  - a. Suzanne Rovai – Senior Community Association Manager
5. Introduction of Town officials from Schererville – Ralph
  - a. Kevin Connelly -- Town Councilman
  - b. Jim Gorman – Town Manager
  - c. Andrew Hansen – Director of Operations
  - d. Tom Schmitt – Town Councilman
6. Introduction of Town Official from Dyer
  - a. Annette Ludwig – 5<sup>th</sup> Ward Council Member
7. Reading and approval of annual meeting minutes of November 16, 2023 –  
Dru
8. Financial report by Finance Team – Ralph
  - a. Discussion
9. Presentation of 2025 Budget – Ralph
10. Vote on the 2025 Budget - Board
11. Resource Management report - Suzanne
  - a. Update on amendment change
  - b. Any other Updates

**12.** ARC report - Jay Popp

**13.** Landscape report – Chris Popp

**14.** Welcome report – Donna Lamoureux and Kathy Skuraskis

**15.** Old Business

- a. Painting- Phase 3 completed in 2024
- b. Driveway sealing and repair in 2024 – Phase 1
- c. Mulching of all homes in 2024

**16.** New business

- a. Driveway sealing and repair – Phase 2
- b. 2025 Quarterly Meetings at the Schererville Library 6 PM
  - i. February 27<sup>th</sup>, 2025
  - ii. May 15<sup>th</sup>, 2025
  - iii. August 21<sup>st</sup>, 2025

**17.** Open Forum

**18.** Adjournment

# Briar Cove

## Annual Meeting Proxy

The undersigned, Owner of the property described below within Briar Cove (hereinafter, "the Association") hereby appoints \_\_\_\_\_, or if left blank, the President of the Association, as my proxy holder to attend the Annual Meeting of the Members of the Association, Pursuant to the Association's By-Laws, to be held on **November 21<sup>st</sup>, 2024 at the Crossroads Community Church at 1538 Janice Drive, Schererville, In 46375** and any other reconvened meeting thereof. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present as indicated below:

\_\_\_\_\_ (*initials*) I authorized and instruct my proxy to use his or her best judgment on all other matters which come before the meeting, and for which a general power may be used.

~~"I affirm, under penalties of perjury, that by signing this Proxy I have the authority to grant this proxy to the individual named herein to exercise this proxy."~~

\_\_\_\_\_  
*Owners Signature*

\_\_\_\_\_  
*Owners Name (Please Print)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Address of Property within Briar Cove*

This proxy is revocable by the Owner and is valid only for the meeting for which it is given and any lawful continuation thereof. In no event is the proxy valid for more than one hundred eighty (180) days from the date this proxy is signed.

**In order for your vote to be counted please give this form directly to your designated proxy or Board Member. You may also mail, fax, or email to the Association with the below information.**

***All italicized items must be filled out to be valid.***

Briar Cove  
C/O  
Ardsley/Resource Management LLC.  
1101 Sheffield Ave, Dyer, IN, 46311  
219.865.2104 [service@resourcemanagementllc.com](mailto:service@resourcemanagementllc.com)