Eaglewood Association, Inc.
BOARD OF DIRECTORS MEETING
October 6, 2025
Joy Lutheran Church

Roll call of officers:

Present: Board members: Paul Delleska and Deena Bradley

Excused Absences: Steven Cook and Laura Friesen

Present: Operations Manager: Seth Spence

Special Guest: Danielle Schwab, General Manager, Roy Briley Association Management

Meeting called to order: by Treasurer Paul Delleska at 6:01 PM

A quorum was not present.

Reports of Officers:

The floor was opened up for informal discussion

- Remembering Kaye Carleton
  - Board and homeowners in attendance shared memories of their interactions with Kaye over the 11 years that she was the office manager for Eaglewood.

- Danielle Schwab, General Manager, Roy Briley Association Management
  - Customer service provided by Kaye is shifting to Roy Briley Association Management.
  - A Briley rep will be working out of the Eaglewood Office on Mondays, Tuesdays, and Thursdays from 9 am to 5 pm to aid with the transition.
  - Roy Briley will handle all dues collection going forward. Members are encouraged to mail checks to Roy Briley's Anchorage address or pay online via AppFolio; bank bill pay is also an option, but may incur bank-specific charges. AppFolio supports credit card payments with a small fee.
  - An outdoor drop box is available at the Roy Briley Midtown office (between C and A Street; accessible via C Street and return via A Street).

- Roy Briley will continue physical inspections and will now catalog findings and determine warnings and violations directly, streamlining the process to reduce delays and inconsistent timing (previously, members sometimes received a warning followed closely by a violation letter).

- The current approach is two warnings followed by a violation letter. Warnings will be sent via email; violations will be sent physically. Photos will be attached to warnings to clarify issues.
- To manage volume and clarity, inspectors aim to include one photo per issue, when possible (house number included), adding more only if needed.

- Briley maintains a database of all Eaglewood owners.
  - Includes owners' names, addresses, and dues payment information.
  - Activating access to their account allows owners to update their contact information.
  - Consenting to electronic communication allows owners to receive timely communication from Eaglewood HOA.
  - To activate access to your AppFolio account, send an email to: info@akrbam.com with subject line: Eaglewood Portal Request, and your first and last name, property address, and preferred email.

- Eaglewood website
  - The Eaglewood website has a new URL: eaglewoodalaskahoa.com

- Winter snow contract
  - Contract has been signed with GS Services.
  - New equipment will allow for better snow clearing.
  - GS services will be providing preliminary street sweeping in the spring.
- Road edge markers have been placed, drains are marked, and additional markers will be added over the next couple of days. Equipment and services are ready to go for the season.
- Email is the best way to reach Ops; he checks frequently via hotspot and will respond to concerns sent by email.

Meeting adjourned at 7:30pm

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Eaglewood Association, Inc.
BOARD OF DIRECTORS MEETING MINUTES
October 13, 2025
Eaglewood Office

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Meeting called to order: by Steven Cook at 6:40 pm

Personnel, Legal, and Contractual issues were discussed.
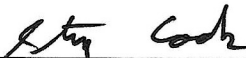
Motion: To accept Paul Dalleska's resignation from the Eaglewood HOA Board of Directors.
Vote: passed unanimously.

Motion: To hire Paul Dalleska for the position of Eaglewood HOA Operations Manager, effective November 3, 2025.
Vote: passed unanimously.

Meeting Adjournment:
Motion to adjourn passed unanimously at 7:57 pm

Motion: By email: To accept Seth Spence's resignation from the position of Eaglewood HOA Operations Manager, effective December 1, 2025
Vote: passed unanimously.

Steven Cook   1/13/25
Approved Signature/Date
Signature/Date

Deena Bradley 1/13/26
Secretary/Communication Chair