

The Birdie



Brae Burn Golf and Country Club JANUARY 2006

www.brae-burn.org

Upcoming Events:

Jan 25 Annual Meeting, 7:00 p.m. Social hosted by Board following meeting

Please sign the signature page of the CC&Rs and return to the Brae Burn dues box, or mail to Brae Burn at 2409 182nd Ave NE, Redmond WA 98052.



Brae Burn
2409 182nd Ave NE
Redmond WA 98052

**Minutes of the
Brae Burn Homeowners Association Board Meeting
December 12, 2005, 7:00 Brae Burn Clubhouse**

The Board Meeting was called to order by Ron Campbell at 7:02: Board members present were Ron Campbell, Debra Holman, Nick Collier, Francis Bravo, Bill Disney, Liz Duncan, Wade Brown, Josh Soden, our Course Superintendent, and Harry Cummings, our Associate Representative.

Superintendent Report by Josh Soden: Josh is working on maintenance of the equipment, and doing some trimming on trees. He may rent a chipper to mulch the trimmings, or have a big bin brought in to dispose of the debris. The drainage work that Josh has done this past year is working, and even with all the rain, we've had very little standing water. He is also working on improvements on hole #6, and confirmed that he is not using any chemicals to get rid of blackberry bushes, just hard work. The city was out to clean the grate on the stream by hole #1.

Maintenance Report by Bill Disney: Bill has installed a louver door to the bathroom so it will no longer be necessary to bolt the outside bathroom door and open the inside door during the winter months. There will be enough heat circulating to prevent any pipes from freezing. The doors will remain locked, but members can access the bathroom all year long by using their bathroom/pool key. Bill will replace the signs regarding locking the bathroom. Bill estimated it will cost \$4,000 in materials to replace the fence. He will be submitting a request to the City of Redmond for a grant to offset the cost. We discussed the need to purchase a tee mower. This would reduce the wear and tear on the greens mower and allow Josh to accomplish more work. Debra Holman proposed that Brae Burn purchase the greens mower after the Budget is approved for 2006. Ron Campbell seconded, and the motion was approved.

Board Nominations: Walt Wollny joined the meeting and volunteered to act as secretary. The nominations for 2006 Board is now complete! Thanks Walt, for volunteering!

Membership Report by Wade Brown: The associate waiting list is now down to one. Now is a good time to sponsor prospective members as the waiting list is small.

Minutes by Debra Holman: Debra Holman proposed that the December minutes be accepted. Nick Collier seconded the motion, and the minutes were approved.

CC&R update: Debra Holman reported that 28 members have approved and signed the revised CC&Rs. Members are encouraged to review the document and sign their approval. The current CC&Rs stay in effect until the revised CC&Rs are ratified. Members will have an opportunity to sign the CC&Rs at the Annual Meeting. The signature page may also be dropped into the dues box or mailed to Brae Burn at 2409 182nd Ave NE, Redmond WA 98052.

Treasurer's Report by Nick Collier: Nick will distribute the proposed 2006 Budget to members by Wednesday. The December report was reviewed. There are nine members who are late paying their dues as of the end of December. Four are three or more months behind. Nick will be contacting them to bring them up to date. The Rux home has sold and will close by the end of January. The quarterly annual filings are done. The finances will be submitted for review to Jeff Darr and Rich Detering before the annual meeting.

Golf Report by Francis Bravo: A Golf Committee has been organized as described in Section 6 of our By-laws. Don Thompson, Doug Duncan, Harry Cummings, Gregg and Kathy Heinemann, and Francis Bravo hope to rejuvenate the golf program in Brae Burn.

Social Report by Liz Duncan: The New Year's Eve Progressive Dinner was lots of fun and well attended. This dinner has been a tradition for 37 years. Jerry Fricke is buying polycarbonate wine and tumbler glasses for the Clubhouse using the Social Funds. Liz has negotiated with Bank of America to waive fees on the social checking account for two years.

Associate Report by Harry Cummings: Harry will return as our Associate Representative for another year. He would like input from our associates.

Annual Meeting January 25th 7:00 p.m.: A notice was mailed to every member announcing the meeting. The ballot will be updated and included in this Birdie. The proposed 2006 budget was approved for presentation to the community and will be distributed by Wednesday. It is included in this Birdie. Dues will remain at \$75/per month for 2006, however, we are at a point where we will be dipping into our reserves, and an increase should be considered for 2007. The last dues increase was in 1999. Board members will present a report of activity and accomplishments at the meeting. The members will vote to approve the 2006 Board and the 2006 Budget. We discussed some possible projects for 2006 including review of By-laws, and establishing a Policies and Procedures manual. The Board will provide refreshments. There will be time to socialize after the meeting.

The Board discussed the request to use e-mail voting. After review of the By-laws, only members attending and proxy votes can be counted. Members can sign the proxy form to send with a neighbor, and that neighbor would vote for you. Faxed proxy forms will be allowed. Debra Holman can accept faxes sent to _____. The Board expressed their appreciation to the 2005 Board for their hard work. It has been a pleasure to serve the community.

The meeting adjourned at 9:10 p.m.

Volunteer Appreciation!

As the year comes to a close, be sure to thank our many volunteers who have served in various capacities this year. THANK YOU!!!

Brae Burn News

Brae Burn says good-bye to Bob and Doris Evans. They are moving to Fairwood, Avondale Road NE, #312, Redmond WA 980522 February 1, 2006. They will be putting their house up for sale soon. Please contact them if you know of anyone who wants to buy their house in Brae Burn.

Reminders:

- **Read the Revised CC&R and sign the signature page! A signature page is attached to the Birdie. Drop off the signature page in the Brae Burn Dues Box or mail to Brae Burn at 2409 182nd Ave NE, Redmond, WA 98052. THANK YOU!**
- Don't play golf if there is frost on the ground. Help take care of our golf course.
- Keep the gutters clean and prevent flooding
- The new Garbage and Recycle bins make recycling so much easier, but be sure to put them away after pickup to keep our neighborhood looking good.
- Please park cars in your garage and driveway whenever possible.
- **SLOW DOWN!** The speed limit in Brae Burn is only 25 miles per hour. We do not have sidewalks, and there are a lot of people, including children, walking along the streets.
- Any alterations to the exterior of your home or your property MUST be submitted to the Architectural Control Committee for review. See Steve Clarke or Len Milbrandt.
- Remember the leash laws and keep dogs off the course.
- Board Meetings are open to Members. They are held the second Monday of each month at 7:00 p.m. Brae Burn Clubhouse. You can address the board at the beginning of the meeting, or ask Ron Campbell, our President, to include items of concern for the agenda.

Safety Committee: Credit Card Safety and Credit Card Scams

There are a few credit-card scams you should be aware of so you can avoid problems:

1. Credit Card Switcheroo: An expired similar credit card from the same bank is switched for your card so you don't realize your card is missing. Make sure the credit cards in your wallet are yours. Check the name on the card every time you sign for something and/or the card is taken away for even a short period of time. Many people just take back the credit card without even looking at it, "assuming" that it has to be theirs.

2. Picture this: Whenever you are using your credit cards, be cautious. Notice who is standing near you and what they are doing when you use your card. Be aware of phones because many people have a camera phone and they could take a picture of your credit card. When you are in a restaurant and the waiter/waitress brings your card and receipt for you to sign, make sure you scratch the number off.

3. Fraud Scam: Another scam is when someone calls from the Security and Fraud Department at VISA or Mastercard, etc. and states that they suspect a fraudulent use of your credit card has occurred. They have your credit card number and bank but are “phishing” for the security code on the back of the card which is used for on-line purchases. They ask that you verify that you have your card in your possession by verifying the security number on the back of your card. WARNING, no bank or credit card company will ask for ANY information over the phone. Call your bank and report any suspicious activity.

Other Credit Card Safety tips from Bank of America:

- Never carry your credit card personal identification number (PIN) with you. Memorize it, or keep the number in a safe place at home.
- Make copies of all the credit card information that you carry daily and keep them in a secure place.
- Review your account statements to be sure that the accurate amounts have been charged.
- Investigate suspicious items immediately to head off any possible fraud before it occurs.
- Report lost or stolen cards immediately.
- Sign your card immediately.
- Always be sure to retrieve both your card and receipt after every transaction.
- Never lend your card.
- Keep all your receipts and statements in a safe place.
- Only give your credit card number over the phone if you have initiated the contact.
- Avoid clicking on links provided in emails. It is always better to type the address into your browser

Notes Regarding Dues

Payment of Dues

- Dues are \$75 per month, and are due on the first of the month. Dues that are not paid on time add a significant amount of time to the treasurer’s work.
- It is okay to pay more than one month’s dues at a time; however, please make sure that your payments are current.
- Dues should be dropped off in the lock-box or mailed to the Clubhouse address (see address below). The lock-box is located next to the mailboxes by the Clubhouse.
- Please indicate the corresponding month(s) on your check or include the monthly payment coupon(s) with your payment. The coupons will be included with the November & December 2005 Birdies. This helps to identify differences between Brae Burn’s and members’ records.

Special Circumstances

- Please contact Nick or Lisa Collier at (425) 376-1069 if you need to make alternative payment arrangements. We will try to accommodate special circumstances, but it is each member’s responsibility to keep us informed accordingly.

Making Payments via a Bill Paying Service

- Several members and associate members have started paying their dues using their financial institution or other bill paying service. It is a convenient way to pay because you can set up payments to be made automatically. A record is also kept so you know if you’ve paid or not.

Editor’s Corner: Send me any exciting news you’d like to share! Items for the Birdie should be sent to Debra Holman by January 11th. E-mail information to debra_holman@comcast.net, or call me at 746-5176. The Birdie is published the third Monday of the month.

If you would like to receive the Birdie via e-mail, send me your e-mail address and I’ll include you on the list. This saves Brae Burn about \$1 per Birdie + mailing costs. Let me know if you have any problems getting your Birdie. Debra Holman

2006 Brae Burn Payment Coupons

Please contact the Brae Burn Treasurer for payment or balance inquiries.

| | |
|---|---|
| <i>Dec. 2006 Brae Burn Dues -- \$75.00 Due 12/1/2006</i> Member / Associate Member _____ | <i>Nov. 2006 Brae Burn Dues -- \$75.00 Due 11/1/2006</i> Member / Associate Member _____ |
| <i>Oct. 2006 Brae Burn Dues -- \$75.00 Due 10/1/2006</i> Member / Associate Member _____ | <i>Sept. 2006 Brae Burn Dues -- \$75.00 Due 9/1/2006</i> Member / Associate Member _____ |
| <i>Aug. 2006 Brae Burn Dues -- \$75.00 Due 8/1/2006</i> Member / Associate Member _____ | <i>July 2006 Brae Burn Dues -- \$75.00 Due 7/1/2006</i> Member / Associate Member _____ |
| <i>June 2006 Brae Burn Dues -- \$75.00 Due 6/1/2006</i> Member / Associate Member _____ | <i>May 2006 Brae Burn Dues -- \$75.00 Due 5/1/2006</i> Member / Associate Member _____ |
| <i>Apr. 2006 Brae Burn Dues -- \$75.00 Due 4/1/2006</i> Member / Associate Member _____ | <i>Mar. 2006 Brae Burn Dues -- \$75.00 Due 3/1/2006</i> Member / Associate Member _____ |
| <i>Feb. 2006 Brae Burn Dues -- \$75.00 Due 2/1/2006</i> Member / Associate Member _____ | <i>Jan. 2006 Brae Burn Dues -- \$75.00 Due 1/1/2006</i> Member / Associate Member _____ |

Brae Burn, Inc.
TREASURER'S REPORT
Date Prepared: December 31, 2005

| DEPOSITS | December ACTUAL | YTD ACTUAL | 2005 BUDGET | % of Annual BUDGET |
|-------------------------------------|--------------------|----------------------|----------------------|-----------------------|
| Dues | \$ 8,750.00 | \$ 122,310.00 | \$ 122,400.00 | 100% |
| Clubhouse Reservations | \$ - | \$ 2,050.00 | \$ 2,500.00 | 82% |
| Assoc. Member Joining Fees | \$ 1,000.00 | \$ 2,000.00 | \$ 2,000.00 | 100% |
| Waiting List Deposits | \$ - | \$ 1,500.00 | \$ 1,500.00 | 100% |
| Special Assessments | \$ - | \$ - | \$ - | 0% |
| Investment Income | \$ 18.76 | \$ 197.79 | \$ 100.00 | 198% |
| Member Donations, Golf Tags & Other | \$ - | \$ 1,182.00 | \$ 200.00 | 591% |
| TOTAL DEPOSITS | \$ 9,768.76 | \$ 129,239.79 | \$ 128,700.00 | 100% |

EXPENDITURES

WAGES

| | | | | |
|--------------------|-------------|--------------|--------------|------|
| Superintendent | \$ 3,375.00 | \$ 39,403.80 | \$ 40,000.00 | 99% |
| Medical Benefit | \$ 157.00 | \$ 1,927.00 | \$ 2,700.00 | 71% |
| Seasonal Personnel | \$ - | \$ 11,392.75 | \$ 9,500.00 | 120% |
| Project | \$ - | \$ - | \$ - | 0% |
| Payroll taxes | \$ 237.29 | \$ 5,250.09 | \$ 5,400.00 | 97% |

Total Wage Expense

\$ 3,769.29 \$ 57,973.64 \$ 57,600.00 101%

COURSE EXPENSE

| | | | | |
|----------------------|-----------|--------------|--------------|------|
| Repair & Maintenance | \$ 991.08 | \$ 13,377.61 | \$ 14,000.00 | 96% |
| Water | \$ 146.58 | \$ 8,494.70 | \$ 13,000.00 | 65% |
| Utilities | \$ 51.46 | \$ 1,626.80 | \$ 1,350.00 | 121% |
| Fertilizer/Seed/Sand | \$ - | \$ 8,370.95 | \$ 12,500.00 | 67% |
| Fuel | \$ 538.62 | \$ 2,702.89 | \$ 1,800.00 | 150% |
| Other | \$ - | \$ 18.90 | \$ 2,000.00 | 1% |

TOTAL COURSE EXPENSE

\$ 1,727.74 \$ 34,591.85 \$ 44,650.00 77%

CLUBHOUSE & POOL

| | | | | |
|-------------|----------|-------------|-------------|------|
| Electricity | \$ - | \$ 1,979.00 | \$ 2,100.00 | 94% |
| Garbage | \$ 44.21 | \$ 545.94 | \$ 600.00 | 91% |
| Gas | \$ - | \$ 3,100.81 | \$ 2,400.00 | 129% |
| Telephone | \$ 42.44 | \$ 900.01 | \$ 750.00 | 120% |
| Water | \$ 72.96 | \$ 2,615.34 | \$ 1,800.00 | 145% |

SUBTOTAL UTILITIES

\$ 159.61 \$ 9,141.10 \$ 7,650.00 119%

| | | | | |
|--------------------------------|------|-------------|-------------|------|
| Clubhouse Repair & Maintenance | \$ - | \$ 5,495.29 | \$ 2,500.00 | 220% |
| Pool Maintenance | \$ - | \$ 3,067.45 | \$ 3,500.00 | 88% |
| Other | \$ - | \$ - | \$ 500.00 | 0% |

SUBTOTAL Maintenance

\$ - \$ 8,562.74 \$ 6,500.00 132%

TOTAL CLUBHOUSE & POOL

\$ 159.61 \$ 17,703.84 \$ 14,150.00 125%

GENERAL EXPENSE

Taxes

| | | | | |
|------------------------------|-----------|-------------|-------------|------|
| Property | \$ - | \$ 3,630.70 | \$ 3,500.00 | 104% |
| IRS Income & Tax Preparation | \$ - | \$ 429.00 | \$ 750.00 | 57% |
| Insurance | \$ - | \$ 4,511.00 | \$ 5,000.00 | 90% |
| Birdie & Office | \$ 174.85 | \$ 2,218.41 | \$ 1,850.00 | 120% |
| Championship Tournament | \$ - | \$ - | \$ 150.00 | 0% |
| Junior Golf | \$ - | \$ - | \$ 100.00 | 0% |
| Legal Review of CC&R's | \$ - | \$ 1,860.00 | \$ 1,500.00 | 124% |
| Other | \$ - | \$ 823.87 | \$ 1,000.00 | 82% |

TOTAL GENERAL EXPENSE

\$ 174.85 \$ 13,472.98 \$ 13,850.00 97%

TOTAL EXPENDITURES

\$ 5,831.49 \$ 123,742.31 \$ 130,250.00 95%

NET CASH (DEPOSITS-EXPENDITURES)

\$ 3,937.27 \$ 5,497.48 \$ (1,550.00)

TOTAL EXPENDITURES

\$ 5,831.49 \$ 123,742.31 \$ 130,250.00 95%

NET CASH (DEPOSITS-TOTAL EXPENDITURES)

\$ 3,937.27 \$ 5,497.48 \$ (1,550.00)

| | | | | |
|--------------------------------|--------------|--------------|----------|--------------|
| Total Funds - Beginning | \$ 57,118.69 | \$ 55,558.48 | Balances | |
| | | | Checking | \$ 35,508.52 |
| Net Cash (Deposits-Total Exp.) | \$ 3,937.27 | \$ 5,497.48 | Savings | \$ 15,354.42 |
| | | | CD | \$ 10,193.02 |
| Total Funds - End of Period | \$ 61,055.96 | \$ 61,055.96 | Total | \$ 61,055.96 |

Total Members/Associates Past Due

6/\$875

Brae Burn, Inc.
2006 Budget

| Budget submitted for membership approval at 2006 annual meeting | | | |
|---|-------------------|-------------------|----------------------------|
| | 2005 Budget | 2005 Actual | 2006 Proposed Budget |
| DEPOSITS | | | |
| Dues | \$ 122,400 | \$ 122,310 | \$ 122,400 |
| Clubhouse Reservations | \$ 2,500 | \$ 2,050 | \$ 2,000 |
| Assoc. Member Joining Fees | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Waiting List Deposits | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Special Assessments | \$ - | \$ - | \$ - |
| Investment Income | \$ 100 | \$ 198 | \$ 150 |
| Member Donations, Golf Tags & Other | \$ 200 | \$ 1,182 | \$ 200 |
| TOTAL DEPOSITS | \$ 128,700 | \$ 129,240 | \$ 128,250 |
| EXPENDITURES | | | |
| WAGES | | | |
| Superintendent | \$ 40,000 | \$ 39,404 | \$ 42,000 |
| Medical Benefit | \$ 2,700 | \$ 1,927 | \$ 2,700 |
| Seasonal Personnel | \$ 9,500 | \$ 11,393 | \$ 10,000 |
| Payroll taxes | \$ 5,400 | \$ 5,250 | \$ 5,500 |
| Total Wage Expense | \$ 57,600 | \$ 57,974 | \$ 60,200 |
| COURSE EXPENSE | | | |
| Repair & Maintenance | \$ 14,000 | \$ 13,378 | \$ 14,000 |
| Water | \$ 13,000 | \$ 8,495 | \$ 13,000 |
| Utilities | \$ 1,350 | \$ 1,627 | \$ 1,600 |
| Fertilizer/Seed/Sand | \$ 12,500 | \$ 8,371 | \$ 13,000 |
| Fuel | \$ 1,800 | \$ 2,703 | \$ 2,700 |
| Other | \$ 2,000 | \$ 19 | \$ 2,000 |
| TOTAL COURSE EXPENSE | \$ 44,650 | \$ 34,592 | \$ 46,300 |
| CLUBHOUSE & POOL | | | |
| Electricity | \$ 2,100 | \$ 1,979 | \$ 2,100 |
| Garbage | \$ 600 | \$ 546 | \$ 600 |
| Gas | \$ 2,400 | \$ 3,101 | \$ 3,000 |
| Telephone | \$ 750 | \$ 900 | \$ 550 |
| Water | \$ 1,800 | \$ 2,615 | \$ 2,400 |
| SUBTOTAL UTILITIES | \$ 7,650 | \$ 9,141 | \$ 8,650 |
| Clubhouse Repair & Maintenance | \$ 2,500 | \$ 5,495 | \$ 2,500 |
| Pool Maintenance | \$ 3,500 | \$ 3,067 | \$ 3,500 |
| Other | \$ 500 | \$ - | \$ 500 |
| SUBTOTAL Maintenance | \$ 6,500 | \$ 8,563 | \$ 6,500 |
| TOTAL CLUBHOUSE & POOL | \$ 14,150 | \$ 17,704 | \$ 15,150 |
| GENERAL EXPENSE | | | |
| Taxes | | | |
| Property | \$ 3,500 | \$ 3,631 | \$ 3,800 |
| IRS Income & Tax Preparation | \$ 750 | \$ 429 | \$ 750 |
| Insurance | \$ 5,000 | \$ 4,511 | \$ 5,000 |
| Birdie & Office | \$ 1,850 | \$ 2,218 | \$ 2,000 |
| Golf | \$ 250 | \$ - | \$ 250 |
| Legal review of CCR's (2005) / CCR Registration (2006) | \$ 1,500 | \$ 1,860 | \$ 200 |
| Other | \$ 1,000 | \$ 824 | \$ 1,000 |
| TOTAL GENERAL EXPENSE | \$ 13,850 | \$ 13,473 | \$ 13,000 |
| TOTAL EXPENDITURES | \$ 130,250 | \$ 123,742 | \$ 134,650 |
| NET CASH (DEPOSITS-EXPENDITURES) | \$ (1,550) | \$ 5,498 | \$ (6,400) |
| PROJECTS | | | |
| Replace border fence | \$ - | \$ - | \$ 4,000 |
| TOTAL PROJECTS | \$ - | \$ - | \$ 4,000 |
| TOTAL EXPENDITURES | \$ 130,250 | \$ 123,742 | \$ 138,650 |
| NET CASH (DEPOSITS-TOTAL EXPENDITURES) | \$ (1,550) | \$ 5,498 | \$ (10,400) |
| Total Funds - Beginning | \$ 55,558 | \$ 55,558 | \$ 61,056 |
| Net Cash (Deposits-Total Exp.) | \$ (1,550) | \$ 5,498 | \$ (10,400) |
| Total Funds - End of Period | \$ 54,008 | \$ 61,056 | \$ 50,656 |

SIGNATURES

We, the members of Brae Burn, Inc. approve this Declaration of Covenants, Conditions, and Restrictions for Brae Burn, Inc. as presented December 12, 2005.

Name (Printed)

Signature

Lot #

**Brae Burn
Annual Meeting
Wed, Jan 25, 2006
7:00 p.m.
At the Clubhouse**

You will have an opportunity to sign the new CC&Rs if you have not yet done so.

The Board will review the past year

The Board will present the 2006 Budget and Goals
The 2006 Budget is attached for your review

We will vote for our new Board of Trustees
If you are unable to attend, please sign the proxy form and give to a neighbor. That neighbor will represent your interests and cast your vote.

Visit – Refreshments will be served

Ballot and Proxy forms are attached for your convenience

**Brae Burn Golf and Country Club
2006 Annual Meeting – January 25, 2006**

Ballot 1 of 1: Election of the Board of Trustees

| Candidate | Term | Yes | No |
|-----------------|------|-----|----|
| Jack Caldwell | 2 | | |
| Rich Detering | 2 | | |
| Joanne Jeppeson | 2 | | |
| Walt Wollny | 2 | | |
| Francis Bravo | 1 | | |
| Wade Brown | 1 | | |
| Bill Disney | 1 | | |
| Write In | | | |

**Brae Burn Golf and Country Club
2006 Annual Meeting – January 25, 2006**

Proxy Assignment Form

I, _____,

Owner of the home at _____,

And member in good standing of the Brae Burn Golf and
Country Club, assign my proxy to _____

For the purpose of voting at the January 25, 2006 Meeting.

| Name | Signature | Date |
|-------------------------------------|-----------|------|
| | | |
| Proxy nullified on January 31, 2006 | | |