

Briargrove Homeowner's Association

312-T Schillinger Road South #120
Mobile, AL, 36608-5000

Website: www.briargrovehoamobile.com

Email: briargrovehomeowners@gmail.com



ANNUAL MEETING OF THE MEMBERS Ratification of Board Recommended Resolution entitled Communications within Association May 26, 2016

Official Address

The official address of the Association is available to all Members for communication with the Association. Mail may be received at this address via USPS, FedEx, UPS or any recognized mail/package delivery service. This address may be used for any correspondence with the Board, ARC, or officers of the Association, including ARC Requests, requests for records, payment of dues, reporting of possible violations, requests for repairs on Common Areas, etc. The official address of the Association is:

Briargrove Homeowners Association, Inc
312T Schillinger Road, #120
Mobile, AL 36608

Association Email Addresses

As a convenience to Members, the following email addresses have been set up for communications regarding specific topics as detailed below:

- Communications specific to financial matters (ie dues, copies of financial reports, etc):
Briargrovehoatreasurer@gmail.com
- Communications specific to Association records (meeting minutes, proxies, lot-specific records, etc):
Briargrovehoasecretary@gmail.com
- Member requests for Architectural Review Committee approval or questions regarding a Member's own property (no complaints about other properties). For ARC approval, please send a PDF of the ARC Approval Form to:
Briargrovearcrequests@gmail.com
- Requests for repairs on Common Areas, questions regarding the website, or any general questions regarding the Association:
Briargrovehomeowners@gmail.com

Briargrove Official Website*

For Members who have internet access, the website (www.briargrovehoamobile.com) is a convenient tool. The website can be used to:

Cc: Briargrove HOA Secretary

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- Access the current governing documents
- Receive updates on upcoming events that may affect Members
- Communicate with the Board, Officers or ARC
- Submit suggestions or notify Association of potential violations
- Etc

Association Email and Website Terms of Use:

Email privileges may be revoked for any Member who, in the discretion of the Board, fails to abide by the following reasonable terms of use:

- Use of Association email addresses or the website to attack or harass other Members (including the Board, Officers or ARC) is strictly forbidden.
- Copying to multiple email addresses is not necessary. If the party you are intending to reach does not respond within 48 hours, please send an email to Briargrovehomeowners@gmail.com or simply utilize the official Association mailing address.
- For Association correspondence, Members must utilize the email addresses as listed above. Use of individual email addresses for Officers or Board Members without their express permission to do so is not permitted.
- Email addresses are ***never*** to be used for libelous, accusatory, harassing or otherwise abusive communications. The Board reserves the right to block any Member who uses any Association electronic communications for this purpose.
- Copying (including screenshots) of the website and disseminating it in any way, in whole or in part, including posting it to ANY Social Media sites or emailing/texting excerpts to others is prohibited.
- Failure to abide by any of the Terms of Use is grounds for a Member being blocked from using electronic means to communicate with the Association. The Board of Directors reserves the right to block any Member, upon a majority vote of the Board, from access to the Association email.

Reporting Potential ARC Violations:

- If you feel that a fellow Member may be in violation of the ARC Guidelines, you may submit a request for it to be reviewed by the ARC by either utilizing the link on the website or by utilizing the official Association mailing address.
- When reporting a potential violation, the following information is required:
 - The address or lot #
 - A short description of the problem (grass needs to be cut, boat on property, etc)
 - A citation of the specific ARC Guideline that you feel is being violated.
 - Do not take pictures of the potential violation without permission from the owner
- Accusatory, harassing or abusive communications will not be responded to.

Cc: Briargrove HOA Secretary

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- Do not approach Members directly regarding potential violations. Per the Declaration, violation notices are to be in writing and sent by the Association.

Summary

The official address of Briargrove Homeowners Association, Inc, is the mailing address for the Association. As a convenience, electronic means of communication have been set up for use by Members who prefer such communication and are willing and able to abide by the Terms of Use. Failure by a Member to abide by the terms, in the discretion of the Board, will result in such privileges being revoked. For Members who are not able to use electronic communications, for whatever reason, all written communications should be sent to the official mailing address. In the event of litigation between the Association and any Member, ALL communications must be through the attorneys unless the Board agrees to other terms in writing. Liens on property do not constitute litigation.

*All references to the website were modified since approval of this document to reflect the new website

Cc: Briargrove HOA Secretary