

**BFCA Board of Directors Annual Meeting Minutes
Jack McLean Community Center
700 Paul Russell Road
Tuesday, January 27, 2026**

**Reception 7:00 P.M.
Annual Meeting of Homeowners 7:30 P.M.**

Board Members

**Karen Willes – President & Incoming Treasurer
Tracie Priest – Outgoing Vice President
Nancy Wood – Director & Incoming President
Mark Okasako – Newly-elected Vice President**

Treasurer – Mary Brand – Outgoing Treasurer

Kayla McKee – ACC Facilitator, Association Manager, Executive Management Services, Inc.

Association Members and Guests Present

Mary Brand, Ranelle Christle, John Dowler, Preston Earley, Addie Flowers, Emerson Flowers, Melodie Gardner, Llona Geiger, Ashlyn Harris, India Knight, Kiki Litchford, Sally Litton, Mario Lopez, Maritza Mattos, Mike McCrea, Maggy McMahan, Patti O’Hay, Mark Okasako, Midori Okasako, Johnny Richardson, Frank Roycraft, Virginia Sasser, Andrew Schaefer, Rachel Schaefer, Jackie Schaffer, Margaret Stephens, Onnie Tucker, and Fred Willes

7:00 P.M. – Reception with Refreshments

7:25 P.M. – Final Call for all Ballots and Proxy Ballots

7:30 P.M. – Annual Meeting Called to Order at 7:30 P.M.

BFCA Association Manager, Kayla McKee, called for 3 volunteers, Preston Earley, Ashlyn Harris, & Margaret Stephens, to count the votes as she opened the ballot envelopes. There were 71 ballots received.

Annual Reports – [See attached link.](#)

President’s Report – Karen Willes

Treasurer’s Report – Mary Brand

Association Manager’s Report – Kayla McKee

Architectural Control Committee Report – Kayla McKee

Pond Report – Midori Okasako

Election of a new BFCA Board Member

Mark Okasako was elected to the BFCA Board for a 3-year term to replace Tracie Priest, who rotated off the board.

Election of 2026 BFCA Officers

Directors are Nancy Wood, Mark Okasako, & Karen Willes.

Nancy Wood, President
Mark Okasako, Vice President
Karen Willes, Treasurer

Mike McCrea, Fine Review Committee Chair

There was no volunteer for Secretary so future minutes will be minimal.

Board Discussion/Votes

1. Brookside Boulevard Fencing

Quotes gathered from 3 contractors to replace 320' of damaged fencing were discussed.

Unanimous Vote for Pierce Fencing & More for \$8,750.00.

2. Front Entrance Repair

Quotes gathered from 2 contractors to repair or replace the damaged planter boxes at the entranceway were discussed with no decision. The approach and extent of work involved must be agreed on before spending money on it.

Discussion to continue at February meeting.

3. Survey of Blirstone Forest/Indianhead Boundary

The city's recent project to clear the sewer easement along the BFCA property perimeter has removed the forest growth and created a path along the edge. Property owners in the adjacent Indianhead Acres neighborhood have encroached and a BFCA property survey is needed to define ownership along the boundary before taking legal action.

Unanimous Vote to secure boundary survey.

4. Removal of the "fort" on BFCA common land

The city's easement clearing project also revealed a structure in the woods resembling a small shed that was built using materials scavenged from county fencing near Orange Avenue. When residents became aware of it, BFCA filed a police report to address it. The structure needs to be torn down and removed.

Discussion on a solution was moved to February meeting.

The 2026 Board of Directors Meeting Schedule is posted on the BFCA website:

www.blirstoneforesthoa.com . The next regular monthly meeting is Tuesday, February 24, 2026, at 6:30 P.M. All 2026 BFCA meetings are at Jack McLean Community Center, 700 Paul Russell Road.

Adjournment – 8:54 P.M.