

Draft 11/11/20

**BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MEETING MINUTES
November 5, 2020**

Call to Order, Roll Call & Quorum

President Ron Buchanan called the meeting to order at 6:00pm. Present were President Ron Buchanan, Vice President Wayne Bass, Secretary/Treasurer Susan Lipp, and Lee Ann King Property Manager for Birkdale from ACS West, Inc. Absent were Lee Kemmett Member-at-Large. Quorum of 3 was met.

Also present were committee chairs: Earl Bishop - Covenants Committee (acting) and Cynthia Steiner - Communications Committee.

Approval of Agenda

Vice President Wayne Bass suggests moving "Member voice" after reports, and requests to discuss new little libraries installed in the Avalon gazebo. Motion carried 3-0.

Set adjournment time

President recommends meeting close no later than 7:15pm. Secretary/Treasurer requests brief Executive Session to follow. Motion carried 3-0.

Approval of previous meeting minutes

President moved to approve last meeting minutes. Motion carried 3-0.

Reports

President reported 5 complaints received for parking and 3 complaints received for dogs in the last 30 days. Discussion ensued. VP Bass commented roads are State responsibility, and Chesterfield police are tasked with enforcing parking issues but infrequently get involved unless there is a clear egress/ingress blockage. VP Bass suggests letter be drafted if parking issues continue. Letter to be considered at next Board Meeting. President stated we must urge neighbors to 'be kind' concerning parking & dog waste. President intends to issue a reminder to same in upcoming monthly news Bulletin, which has been done in the past.

Secretary/Treasurer reported 2021 Budget was confirmed and issued in monthly November Bulletin for all neighbors. Also reported Oct 1 assessments resulted in 84% on time return. 17 accounts remain with Equity Experts for collection. Treasurer also noted 10 accounts have 'shortages' in assessments paid that may be due to bank or transaction fees, but Lee Ann King, property Manager believes these are primarily old, outstanding late fees. Treasurer and Manager agree to investigate and seek to clear these in the next few months. Lee Ann King noted second notices will be sent to all neighbors who did not pay the Oct 1 assessments (approximately 55 neighbors).

Draft 11/11/20

ARC Committee – Chairman absent.

Covenants Committee Chair reported some roof projects are delayed due to poor economic times. Satellite dishes have become an issue on a few properties and we may need to consider fines in near future. Approximately 50 projects have been cleared. Less hours of sunlight in winter months will result in solar street lamps not operating all night as they do in the summer months. The Lake Committee is formally closed following most recent effective grass eating carp were released in the lake and appear to be effective. The Lake Committee will need to be re-established in a time period approximated at 4 – 5 years if grass growth becomes a problem once again.

Ground Committee Chair stated there will be one more grass cutting of the season, leaf clean-up is underway and new plantings/rework will be done in the new year. New “Exit” signs are up at the entrances. Also reported, Winterpock road construction project is out for bid and award of contract is expected late Nov/Dec with official Jan 1, 2021 decision with work to commence in May 2021 to last approximately 18 months. The Spring Run at Hull St project is projected to be completed by March 2021. Vandalism is increasing, particularly to signage in the neighborhood.

Ground Committee Chair also noted the new little libraries in the Avalon Gazebo once complete are now noticed to be significantly oversized. Recommended to replace with smaller little libraries with same design and size as are present in the Birkdale gazebo and estimates will be sought. **Once estimates are received, it is proposed an Electronic Motion and Vote take place to expedite little library replacements.**

The “Avalon” sign near Spring Run Road entrance is aging and decaying. It will need replacement or removal. It is noted that the designation of “Birkdale-Avalon” is no longer recognized by Chesterfield County. All residencies are simply recorded as “Birkdale” neighborhood. President requested Grounds Committee Chair to seek estimates for repair or removal for consideration by the Board. This can be considered in the next Board meeting.

Member Voice

Communications Committee Chair, Cynthia Steiner, introduced idea to add dog waste and removal bag stations in the neighborhood. Discussion ensued. VP Wayne Bass is concerned about price of the stations, previously quoted at \$1,800/year for placement, waste removal and waste bags. He is also concerned that waste bags will be stolen and stations may be vandalized. President Buchanan stated that he believes all neighbors should use common areas and there may be no need to add stations.

Secretary/Treasurer believes stations would be a good idea promoting a ‘dog friendly’ community selling point, noting several other nearby neighborhoods like Woodlake have them, noting larger number of residents now have dogs as evidenced by a significant increase in ARC requests for backyard fencing, and that the nearby Tech Center dog park has closed and due to COVID a much larger number of neighbors are

Draft 11/11/20

'long walking' their dogs and may find themselves away from convenient common areas when their dogs have an urgent need. Board agrees Grounds Committee Chair Wayne Bass should seek updated quotes for dog stations to include what number of stations are proposed to minimally cover the neighborhood, and present at next Board meeting for consideration.

New Business

President states he communicated with Mr. Trapani to offer the open Member-at-Large Board position. However, again Mr. Trapani did not make the Board meeting, and the Board agrees to pursue other candidates.

President is to meet with the golf club owner, Mr. Mike Hatch soon to discuss use of meeting room for BCA Board meetings in 2021 and to confirm availability of space with proposed calendar. He also intends to discuss the pool proposal received from a neighbor a few months ago.

New construction of the home on Royal Birkdale Drive was noted by Wayne Bass as causing some sidewalk damage that should be repaired by the contractor. ARC Committee Chair, Lee Kemmett should address with the contractor.

Adjournment

Treasurer/Secretary motioned to close the meeting. Motion carried at 7pm with 3-0.

Executive Session

All confirmed future BCA Board meetings will continue to be held quarterly at 6pm.

Secretary/Treasurer offered to try and contact some neighbors to recruit Member-at-Large position.

Gazebo use was discussed, with Wayne Bass noting heavy usage and kids aggressive play.

Nothing discussed in Executive Session that needed a motion.