

**BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
November 4, 2021 6:00pm**

Meeting Minutes

Welcome & Call to Order, Roll Call & Quorum – President called meeting to order at 6:10pm. Present were: Karen Moyer (President), Susan Lipp (Treasurer/Secretary), Tony Russo (Member at large), and Ron Buchanan (Member at Large). Not present was Linda Van Eckoute (Vice President). Quorum was met.

Also present were LeeAnn King, Property Manager from ACS West and committee chairs: Earl Bishop - Covenants Committee (acting), Lee Kemmett - ARC Committee, and Cynthia Steiner - Communications Committee.

Approval of Agenda & Adjournment Time: Ron motions for adjournment time to be 7:30pm. Motion carries 4-0.

Approval of prior meeting Minutes: Karen motions for approval of prior meeting minutes. All in favor, motion carries 4-0.

Proposed 2022 Calendar & vote on location of all 2022 meetings: President recommends addition of Special Meeting be added to the calendar for the first Thursday in January (January 20, 2022). All meetings are proposed to be at the Spring Run Baptist Church. Approved.

Member Voice:

- President voices concern over continued vandalism and rowdy kids behavior issues present at Avalon gazebo and little library. Discussions to continue at future meetings, but it is suggested by Members: 1) put notice in the monthly news bulletin to ask neighbors nearby gazebo to be on community watch, and 2) consider 'ring' doorbell or other surveillance options. To be further discussed in first quarterly meeting of 2022.
- Member voices disappointment over cancellation of Fall Festival, and proposes HOA consider joining Fall Festival planning with other nearby neighborhoods or consider alternate site such as nearby Elementary school if problems persist in finding appropriate venue in 2022.

Reports

- Treasurer: Expense spending remains on track with 2021 Budget. Surplus reserve is more than expected due to lower social spending with second cancellation of annual Fall Festival, but slightly higher than expected ice storm tree damage spend. Quarterly assessment collections are behind about \$30,000 which is normal pattern.

- Covenants Committee: 2021 Annual inspection repairs are mostly resolved. Poor paint/faded paint on mailboxes in about 25% of the neighborhood is an issue which will be focused on in the 2022 Annual inspection this coming summer.
- ARC Committee: New roofs are going up all over the neighborhood, and we have about 2 pages of new ARC requests. Members should be reminded a new roof does require an ARC form be submitted.
- Grounds Committee:
 - One more grass cutting for the year
 - Fall cleanup projects in next 2 weeks to include: Powerwash Spring Run fence, Clean street lights, graffiti painted on two street sign/light posts will be painted over, sprinkling system to be winterized and irrigation valves to be removed for winter, Avalon little library gazebo repairs to be done.
 - Winterpock road construction project continues. Fence will shortly be removed, but is to be replaced at cost of government later on in project.
 - New surveyor hired at \$140/hour on per assignment basis. Completed one survey at HOA request.
 - Shortage of aluminum is delaying replacement of some neighborhood signs.
- Social Committee – Final 2021 events planning:
 - Santa Driveby to be held Saturday, Dec 4, 2021
 - Holiday Light Competition to be held Sunday, Dec 19, 2021. Discussion ensued over judging categories and prizes to be awarded. It was determined prizes should remain same as last year as total of \$100 of Lowe’s gift cards given out to top 3 winners (\$50, \$25, \$25), and yard sign on top winning house and on top street. Judging categories will be: Best decorations, most traditional, most creative and most kid friendly.

New Business

- Committee Chairs:
 - Grounds Committee – Wayne Bass to continue
 - Covenants Committee – Earl Bishop to continue
 - ARC Committee – Lee Kemmett to continue joined by Ron Buchanan
 - Communications Committee – Cynthia Steiner will be resigning from her role and is seeking replacement.
 - Social Committee – vacant. Susan Lipp and Ann Haring (acting)
- LeeAnn King, Property Manager from ACS West announces there will be a one hour online training session on responsibility of HOA available for HOA Board members to attend remotely on January 13, 2022. She will send out online access info. for this optional but recommended training session.
- President suggests the Grounds Committee be granted authority for emergency spending, for such items as downed tree removal, without requiring Board vote. Karen motions. Motion carries 4-0.
- President proposes approval of Alex Bloom proposal for Christmas decorations including replacement of old/missing lights, etc. be approved. Motion carries 4-0.

- Secretary/Treasurer motions to approve televote on 5 street sign repairs and property survey. Motion carries 4-0.

Old Business

- Sustainable Landscaping proposal (Violet Martin)
 - Powerpoint presentation as previously presented, copies provided to HOA Board members
 - Sustainable landscaping proposed with 5 year plan to replace existing manicured, trimmed shrubbery, eliminate some tree trimming, etc
 - VA Conservation assistance program \$3500/yr grants available with guidelines/restrictions
 - Possible first focus in replacement of shrubs and landscaping at Winterpock entrance following construction and replacement of landscaping around Avalon gazebo
 - Chesterfield County extensive services and may provide nature speakers at Avalon gazebo as part of 'native landscape' and education program
- Playground Proposal (Hunley) – not present
- Adhoc Lake Committee – vegetation overgrowth (John Lipp) – Susan Lipp discussed how committee was seeking reinstatement of prior Adhoc Lake Committee, support but not funding from the HOA Board, and agreement with HOA to approach Golf course owner, Mike Hatch to ask for assistance as provided in the last round of lake cleanup. Discussion ensued confirming assessments cannot be used to fund lake cleanup as the lake is not owned by the HOA, so donations must pay for all work.
- *Following the meeting, it was determined by the HOA President the number of larger proposals presented by Members of the community deserve a Special Meeting be held on January 20, 2022 to provide deeper discussion and vote...these will include:*
 - *Sustainable landscaping*
 - *Playgrounds*
 - *Adhoc Lake Committee*

Adjournment: President motions to adjourn meeting at 7:28pm. Motion carries 4-0.

*Audience members are encouraged to address the BCA Board with any unaddressed issues or concerns. However, please be aware responses may come at a later date with issues requiring research or discussion, and the Board reserves the right to limit time allotted to this portion of each BCA meeting.