

**BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
February 3, 2022 6:00pm**

Meeting Minutes

Welcome & Call to Order, Roll Call & Quorum – President called meeting to order at 6:00pm. Present were: Karen Moyer (President), Linda Van Eckoute (Vice President), Susan Lipp (Treasurer/Secretary), and Ron Buchanan (Member at Large). Not present was Tony Russo (Member at large). Quorum was met.

Also present were committee chairs: Earl Bishop - Covenants Committee (acting), Lee Kemmett - ARC Committee, and Christopher Brooks - Communications Committee (new). LeeAnn King, Property Manager from ACS West joined by phone due to Covid illness in her offices.

Approval of Agenda & Adjournment Time: Karen motions for adjournment time to be 7:00pm. Motion carries 4-0.

Approval of prior meeting Minutes: Susan motions for approval of prior two meeting minutes, including 4Q21 and Special Meeting held in January 2022. All in favor, motion carries 4-0.

Reports

- President: States our policy related to political signs to remind our Members that this is not within the time period 45 days prior or immediately following an election that political signs are allowed. Additionally, she reminds Members that there are restrictions related to how many signs are allowed, where they can be located and that they must only be signs of valid individuals running on the current ballot. Any and all political signs which are currently displayed in the neighborhood are in violation of the policy and must be taken down with immediate effect.
- Treasurer: 2022 is a balanced Budget to 2021. No special assessments are likely at this time for the road project. No increase in 2022 quarterly assessments were approved or expected in 2022.
- Covenants Committee: 2022 Annual inspection is planned for May/June. It has been noted many homes are beginning to paint mailboxes now in anticipation of the inspection.
- ARC Committee: Fencing guidelines need updating to current standards and should be reviewed and a revision to the guidelines discussed and proposed at the next Board meeting. We have a confirmed property line violation on Ashdale that we need concrete legal advice on how to address with the property owner.
- Grounds Committee:
 - Spyglass gazebo vandalism continues. Frustration over the cost, time and effort to continually make repairs leads the committee chair to ask if we

should remove the gazebo. No Board members are in favor of removing gazebo (see below discussion in old business).

- Motion made by President to approve latest proposed repairs at the gazebo. Motion carried 4-0.
- Common areas – kids are playing more in the area of Old Bond and Royal Birkdale and have built a stick, ground fort in the common area woods. As long as it is at ground level and made of natural materials found in the woods and we receive no neighbor complaints it is suggested to leave it there.
- Spring Run we will be removing aged/falling cedars. Reassessing plantings in that area.
- Winterpock irrigation will be redone in March following turn lane completion. Regular discussions with road construction engineer allow continued up to date information on status of the project.
- Social Committee – next event will be Spring Driveby per 2022 calendar.
- Communications committee chair –
 - Facebook & Nextdoor - are not content controlled, reviewed, etc. by HOA. Therefore it is suggested we can note them on our HOA website and possibly in the news bulletin as existing, but for liability we should add a disclaimer stating that content, comments, etc are not controlled by the HOA
 - Classifieds – prior Communications chair published classifieds and collected fees from advertisers as side business with approval from HOA. New Communications director has no interest in continuing this as a side business, and the HOA never got any previous revenues from the advertisers, so see no point including classifieds in news bulletin going forward. Any prepaid funds for advertisement are outside of HOA responsibility and will have to be addressed to Cynthia Steiner directly. Motion to remove classifieds from news bulletin and responsibility of new Communications chair. All in favor – motion carried 4-0.
 - Website & other IT issues – website refreshing takes too long, we may want to replace service. We also need to address where and how data and files were stored for potential update. Chair to provide a list to Board for consideration of all issues and suggestions for improvement.

Old Business:

- President voices concern over continued vandalism and rowdy kids behavior issues present at Avalon gazebo and little library. Specific suggestions discussed include:
 - Request additional police patrolling
 - File police reports of vandalism
 - Obtain advice from community resource officer (police) – President agrees to call him
 - Ask neighbors to have a gazebo clean up day
 - Ask Manchester high school to consider clean up around gazebo as community service project

- Consider camera – concerns over liability of filming kids;
- Consider asking resource officer to have ‘meet and greet meeting’ at the gazebo, continue to highlight in news bulletin.
- Special Meeting outcomes – for all Members who were not at the Special Meeting, the 3 suggested committees for Native Landscaping, Lake overgrowth and Playgrounds have been approved to be formed, with limited scope to start or further research required before any money is to be spent. Any final recommendations requiring money must again be presented to Board for approval (except Lake overgrowth which cannot use HOA funds for the project).

New Business

- Dog waste stations - again being proposed to address increasing litter and dog waste issues in the neighborhood. Susan Lipp to obtain updated quotes on initial installation & annual servicing costs and review potential number and placement with Ron Buchanan. If quotes received timely, can conduct a tele-vote for unanimous consent, or add to next Quarterly Board meeting for vote.
- Communications Committee – announce replacement of Cynthia Steiner with Christopher Brooks who was introduced at the meeting.

Member Voice

- Two street gas lights are out, including one at Ganton Ct. these are responsibility of Dominion & county for repair. Please contact them directly to repair large street lights
- It was noted that Board Member, Mr. Tony Russo has now missed both of the 2022 Board meetings. It is requested this be investigated by the President for potential resolution.
- It is requested that an individual Board member be assigned as a participant/oversight to each Committee. This will allow immediate insight into activities of each committee and to lend a helping hand. President to address.

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.