

**BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
March 2, 2023 6:00pm**

Welcome & Call to Order, Roll Call & Quorum – President called meeting to order at 6:00pm.

Present were Karen Moyers (President), Ryan McCord (Vice President), Christopher Brooks (Secretary) and Susan Lipp (Treasurer). Tony Russo (Member at large) was absent. Quorum was met.

Also present were committee chairs: Earl Bishop - Covenants Committee (acting), Lee Kemmett - ARC Committee, Wayne Bass (Grounds Committee) and Christopher Brooks - Communications Committee, and Lee Ann King, Property Manager from ACS West.

Adjournment Time:

- Motion from Karen: Adjournment time to be 7:30pm.
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

Approval of prior meeting Minutes:

- Motion from Karen: Approval of prior meeting minutes.
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

Reports

- President:
 - Volunteers needed for committees and activities.
 - Please use contact@birkdaleonline.com to contact the Board.
 - The Birkdale Facebook is a resident ran group.
- Treasurer:
 - Reserve Study is due this year.
 - DMA study to take place in 2nd quarter.
 - Invested 200k of Reserves in US Treasury Bills @ 5.09% interest.
 - Equity Experts (outside collection agency) collection policy is changing, need to evaluate potentially using another agency.
- ARC Committee:
 - Several houses installing new roofs
 - Two fences were constructed without approval

- New fence along golf course requires gate
- Need better process for reviewing work after completion
- Grounds Committee
 - Thank you John Lipp for service on the Ground Committee
 - Wayne Bass will take over daily operations
 - Karen Moyers will handle communications
 - Need a volunteer to take over for Wayne
- Social Committee
 - Susan Lipp stepping down
 - Need volunteers for Easter Drive-By

Old Business

- Virtual Vote: Investment Decision
 - Motion from Susan: Invest 200k of Reserves in US Treasury Bills.
 - Second: Karen Moyers
 - Vote: 5 in favor, 0 against
 - Resolved: Motion carried
- Old Bond: Gathering Space
 - Motion from Karen: Appoint Sterling Hundley to prepare proposal and estimates for Gathering Spot.
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried
- HOA Property encroachment
 - Motion from Karen: To be discussed in executive session.
 - Second: Ryan McCord
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

New Business

- Recycling / Trash service
 - In light of Chesterfield County discontinuing recycling program the board will evaluate potential changes to the backyard pickup policy.
- Repair of fencing along Spring Run Road

- Motion from Karen: Chadwick Washington to draft letter to driver of vehicle
 - Second: Ryan McCord
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

- Ownership and grounds maintenance of plot bordering the dam
 - Motion from Karen: Table discussion regarding maintenance and continue to maintain area.
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

- Sidewalk repairs
 - Motion from Karen: Lee Ann to provide concrete vendor for evaluation of sidewalks Old Bond up to Spyglass Hill.
 - Second: Ryan McCord
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

- Relocation of Park Benches
 - Motion from Karen: Two benches on Golf course will be relocated. Ainsdale, Pebble Beach, Mission Hills Lane: Earl to request VDOT Permits.
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

- Interim Grounds Committee Chair
 - Motion from Karen: Interim ground committee chair to be Wayne Bass, Karen to handle communications.
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

Member Voice

- Resident asked dog station by Old Bond be relocated due to water drainage issues.
- Residents reported wreaths incorrectly installed in December
- Resident reported need for yearly newsletter to be mailed to all residents
- Discussion of plantings for Winterpock entrance area

Executive Session

Karen motioned that we end common session and go into Executive Session.

- Motion from Karen: Enter executive session for legal reasons
 - Second: Christopher Brooks
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

7:49pm Common Session ended.

Executive Session started at 7:52pm.

- Motion from Karen: Exit executive session
 - Second: Ryan McCord
 - Vote: 4 in favor, 0 against
 - Resolved: Motion carried

Executive Session exited at 8:19pm.

No action was taken as a result of the executive session.

Adjournment at 8:20pm