BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Telecommunications MEETING MINUTES
Aug 5, 2021

Call to Order, Roll Call & Quorom
President Ron Buchanan called the meeting to order at 6:00pm. All current Board members were present. Present were President Ron Buchanan, Vice President Wayne Bass, Secretary/Treasurer Susan Lipp, Member at Large, Lee Kemmett, and Sam who was sitting in the Property Manager from ACS West, Inc. Quorom of 3 was met.

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

Set adjournment time
President recommends meeting adjourn no later than 7:30pm. Motion carried 4-0. Secretary suggests an Executive Session be held directly following meeting. Motion carried 4-0.

Approval of previous meeting minutes
Secretary/Treasurer moved to approve last Board meeting minutes. Motion carried 4-0.

Member Voice
No specific issues raised.

Reports
Secretary/Treasurer reported the cost of the Spring driveby had been booked into decorations instead of social in the YTD reporting. This will be corrected by ACS West in their next reporting. Year to date, the community is on-budget.

ARC Committee – Many new roofs ARC applications have been received and approved. The Avalon sign has been repaired/replaced and favorable comments have been received by many neighbors. An ARC application has been submitted by 8836 Pebble Beach Court requesting a higher than normal fence, made of metal. This is against ARC community guidelines sections 6.11.1 F & 6.11.1 G. It was discussed at length whether an exception should be granted. A vote was taken for an exception to be granted for a higher fence made of split wood with internal wire inside at 5'. Vote resulted in tie 2-2 and was denied. Neighbor was informed of final denied exception request.

Covenants Committee Chair reported that annual inspections were completed, 107 mailbox repair/maintenance letters were issues, of which 75 have been corrected so far. The mailbox guy' is behind schedule and it is reported that the Lowe's mailbox paint color mix has changed slightly and replacement letters are slightly larger than previous letters, but these should not be an issue. Routine items of grass cutting and garbage

cans out in front of homes is small but persistent. Four or five chronic maintenance problem properties also need maintenance.

Ground Committee Chair confirmed the Avalon sign replacement is completed. The new benches are in place and being utilized. If through monitoring we determine benches are better placed in different locations, they can be moved. The Winterpock public works road construction project continues and is forecasted to take as long as 18+ months to complete. The construction plan will generate the need to use some of the HOA reserve to remove and replace sprinklers estimated to be at end Sept/Oct 2021 and will likely cost around $15 - $20k out of the reserve budget. Our current landscape company, Nature's Way is expected to do the irrigation work. Treasurer to meet with Property Manager to discuss Nature's Way billings to split regular lawn mowing from maintenance projects and how we apply reserve to Winterpock project

Social committee/Communications committee noted the Fall Festival is scheduled for Sunday, Oct 17. A new potential social committee volunteer, Julia Cooper is interested in helping for some upcoming events.

New/Old Business

The Budget meeting is confirmed to be in September in person.

A discussion of Board positions resulted in confirmation that the President, Ron Buchanan and Secretary/Treasurer, Susan Lipp, each have a second year on their 2 years terms and will continue in their roles in 2022. The Vice President and Member at Large roles today held by Wayne and Lee will expire this Fall. Both are seeking new volunteers to not only accept the Board roles, but also accept roles to head the Grounds Committee and ARC Committee, which they each lead.

It was suggested by Cynthia Steiner that we consider offering modest pay for serving as head of these Committees. This was not immediately taken up by the Board, but may be considered at a future date. All agreed we need to more widely advertise upcoming 3 open board and committee chair positions thru the advertising publication and special mailbox notice. All agreed. Cynthia to ensure these additional notices are posted.

Vice President suggests that virtual meetings should wind down as they are not supportive of community involvement. Discussion ensued that the Birkdale clubhouse is very expensive space to meet, so possibly local library, schools or churches might allow us to meet there at lesser cost for our quarterly meetings. President to check on other available meeting spaces and report at next meeting.

Vice President suggests that when we meet in the Fall for the annual Budget meeting, we may need to consider a 10 – 20% increase in the overall budget and possibly increasing quarterly assessment dues in the neighborhood to cover the high cost of

landscape and maintenance (eg. Neighborhood lighting, irrigation, fence work, sod, etc.) Anticipate a vote on increasing assessments in the 2022 Budget meeting.

Adjournment

President motioned to close the meeting. Motion carried at 6:06 pm with 4-0. Executive session followed to discuss a number of overdue assessment issues.