

**BIRKDALE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING**

August 3rd, 2023 @ 6:00pm

Swift Creek Baptist Church  
7511 N. Spring Run Rd, Midlothian, VA 23112

**Agenda**

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1. Welcome & Call to Order

- President called meeting to order at 6:02pm.

2. Roll Call & Quorum Status

- Present were Karen Moyers (President), Ryan McCord (Vice President), Christopher Brooks (Secretary), Betsy Martello (Treasurer), Earl Bishop.
- Also present were committee chairs: Lee Kemmett (ARC Committee), Wayne Bass (Grounds Committee). Lee Ann King (Property Manager from ACS West) was also present.

3. Approval of Agenda

Motion from Betsy: to approve the agenda (specifically the version emailed at 4:01pm) with the addition of discussion of tree remove under new business.

Second: Karen

Vote: 5 in favor, 0 against

Resolved: Motion carried

4. Set Adjournment Time

- President set the adjournment time to be 7:30pm

5. Approval of prior meeting minutes

Motion from Karen: to approve prior minutes from May 4<sup>th</sup>, June 8<sup>th</sup>, and June 20<sup>th</sup>.

Second: Christopher Brooks

Vote: 5 in favor, 0 against

Resolved: Motion carried

## 6. Reports

- President
- Treasurer
  - Insurance reimbursement for fence damage: \$2,148
  - Possible storm damage claims to come
  - Lee Ann recommends limiting amount of insurance claims
  - 90 accounts with outstanding dues
  - 11 foreclosures
- Covenants Committee
  - 67 violation letters sent
  - Majority were mailbox issues
- ARC Committee
  - Issues with home owners bypassing ARC approval process
  - Betsy recommends sending yearly newsletter by mail reiterating standards and proper procedures.
- Grounds Committee
  - Tree fell on bench by gazebo
  - 2 remaining dead trees need to be removed
- Social Committee
  - Fall festival planning is underway
  - Bounce to the Moon is now out of business
  - Need to address cost and amount of food vs budget

## 7. Old Business

- Gathering Spot update
  - Mulch needs to extend to the road for ease of access
  - Stearling to investigate clearing underbrush for security and visibility
  - Stearling to focus on how to put in lighting
- Trash Committee Report
  - Presentation of Trash Committee findings
  - Report is available on BirkdaleOnline.com

Motion from Betsy: To permit curbside trash pickup in Birkdale starting September 1<sup>st</sup>.

Second: Karen

Vote: 4 in favor, 1 against (Ryan)

Resolved: Motion carried

Motion from Betsy: To revise Birkdale's ARC Standards and Guidelines, 6.31 and 7.02 (copies with changes were provided to the board members at that meeting) to reflect changes to the countywide recycling program and to permit curbside trash pickup.

Second: Karen

Vote: 5 in favor, 1 against (Ryan)

Resolved: Motion carried

- Landscaping (entrance center and entrance left and right sides)

Motion from Karen: to approve Nature's Way Landscaping proposal for \$4,200 for the left and right sides of the Winterpock Entrance.

Second: Earl

Vote: 5 in favor, 0 against

Resolved: Motion carried

## 8. New Business

- ARC Standards Review
  - Earl will return next meeting with additional ARC amendment verbiage.
- Reserve Study Report
  - May need to create a capital review committee to review the state of HOA assets throughout the neighborhood.
- Gazebo Tree Removal

Motion from Betsy: to remove the trees by the gazebo at Royal Birkdale (but leave the stumps) authorizing up to \$5,500 total expenditure.

Second: Karen  
Vote: 5 in favor, 0 against  
Resolved: Motion carried

9. Member Voice

- Clarity on ARC process

10. Executive Session to discuss legal issues

- Started: 8:23pm
- Ended: 8:34pm
- No action was taken

11. Adjournment