

**BRANDERMILL COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 6, 2017**

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1. Call Board Meeting to Order – The March 6, 2017 BCA Board of Directors Meeting was called to order by President Charlie Davis at 7:00 PM at The Brandermill Church Fellowship Hall, 4500 Millridge Parkway, Midlothian, VA 23112. Directors Charlie Davis, Bob Friedel, Bob Gregory, Frances Hillman, Ann Hunt, Tony Nardella, and Greg Pearson, General Manager Cynthia Wright, and Recorder Judy Agee were present.
2. Director Nardella led the meeting with the Pledge of Allegiance.
3. Approval of Agenda  
MOTION: Director Hunt moved to approve the Agenda, as presented.  
MOTION SECONDED: First Vice-President Pearson  
MOTION CARRIED: Unanimously approved.
4. Chesterfield County Change in Real Estate Tax Policy – Supervisor Chris Winslow – Supervisor Winslow provided recent changes in Chesterfield County tax policy designed to assist in revitalization efforts. (Applications for Real Estate Tax Exemption on Qualifying Rehabilitated Residential Structures, provided by Chesterfield County Department of Real Estate Assessments were distributed.)
5. 2017 Virginia General Assembly Update – Delegate Lee Ware and State Senator Glen Sturtevant – Delegate Ware and State Senator Sturtevant both provided an overview of the recently concluded 2017 Virginia General Assembly and significant legislation affecting all Virginians.  
-President Davis noted his appreciation of the support these legislative folks provide to Brandermill.  
-Erin Collins (Oak Springs) noted she works with a national trade association for property/casualty insurance that had a bill pass to help protect homeowners after a catastrophic event from contractors who try to scam those affected. She stated Del. Ware and Sen. Sturtevant were the sponsors of this bill, and thanked President Davis for having them speak tonight.
6. Consideration of Minutes for Meeting of February 6, 2017  
MOTION: Second Vice-President Hillman moved to approve the Minutes of the Board of Directors Meeting of February 6, 2017.  
MOTION SECONDED: Treasurer Gregory  
MOTION CARRIED: Unanimously approved.
7. Member Voice – Erin Collins (Oak Springs) and NRC Chair stated her goal for the NRC over the next year is to provide opportunities for representatives who have difficulty attending meetings by utilizing Facebook as well as other communication avenues to assist in sharing information. She reported the Meet the Candidates event will be held on Thursday, March 16 at 7 pm at The Brandermill Church.  
-Brian Regrut (Shadow Ridge) and C&M Committee Chair noted his appreciation of the improved condition of the bike trails. He also asked about street light globe expense shown

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in the budget reports. It was noted that the board is in the process of negotiating a reasonable price for the globes that are similar to the newer street lights at Old Hundred and Genito Roads that shine downward.

8. Reports

A. President - President Davis reported some community input on the pool issues was needed to understand what the estimated cost of maintenance and repair to bring the BCA pools up to grade for the 2017 pool season. Cynthia Wright, BCA General Manager, reported staff had met with consultants to provide several estimates to re-plaster the pools and noted she received the draft of the 2017 audit. It was noted the board will discuss the subject of contracts for pool repair further in executive session. Treasurer Gregory reported if the two referenda on the ballot pass they will provide enough funds in the long term to fix the pools, but if they both fail the board would need to go back to the fees paid now. He noted the operating funds cannot be used for the pools as there is a need to put money in the reserve fund.

B. First Vice-President - First Vice-President Pearson reported the first meeting of the Covenant Enforcement Review will be held at the BCA office on Friday, March 9 at 10:00 AM to review policies and procedures.

C. Treasurer - Treasurer Gregory noted the information on the pools and the draft of the audit have been reported. He reported the Finance Committee will meet on March 15.

D. Members of the Board -

MOTION: Second Vice-President Hillman moved to appoint Tom Jacobson (Huntgate Woods) as a voting member of the Planning Committee, for a 3-year term.

MOTION SECONDED: First Vice-President Pearson

MOTION CARRIED: Unanimously approved.

MOTION: Second Vice-President Hillman moved to appoint John Hughes (Muirfield Green) as a voting member of the Planning Committee, for a 3-year term.

MOTION SECONDED: First Vice-President Pearson

MOTION CARRIED: Unanimously approved.

MOTION: Second Vice-President Hillman moved to appoint Steve Prusik (Barne's Spring) as a voting member of the Planning Committee, for a 3-year term.

MOTION SECONDED: First Vice-President Pearson

MOTION CARRIED: Unanimously approved.

MOTION: Director Nardella moved to appoint Steve Prusik (Barne's Spring) as a voting member of the Hearing Panel Committee, for a 3-year term.

MOTION SECONDED: Director Hunt

MOTION CARRIED: Unanimously approved

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- E. General Manager - General Manager Cynthia Wright previously reported on the maintenance and repair needed for the pools. She will prepare a RFP for a new landscape company since the contract for current company ends this year. She reported the first meeting for website development is March 8 at 9:00 AM, which will provide more user-friendly services. She reported the staff hours and responsibilities are being reviewed for efficiency, looking at managers' accountability, and putting work plans together throughout the year. She and staff have been involved with the upcoming annual meeting scheduled April 17. She stated she is looking forward to working with Erin and the NRC in establishing a Facebook page.
9. Consideration of 2017 Voting Process and Ballot Language -  
MOTION: First Vice President Pearson moved that the Board appoint the General Manager as the Executor of Elections and to approve the 2017 ballot as submitted.  
MOTION SECONDED: Director Friedel  
MOTION CARRIED: Unanimously approved.
10. Consideration of a Change to Commercial Design Standards – Waterford Shopping Center, Signage -  
MOTION: Director Nardella moved to adopt the following language that will amend the Commercial Design Standards as it relates to Chapter 6, Zone I – Waterford Area - Specific Signage Requirements of this Zone - **Grocery Store: Individual interior lit letters and logo, color and style as approved by the ARB.**  
Discussion: The change would only include the color of the letters as requested.  
MOTION SECONDED: Treasurer Gregory  
MOTION CARRIED: Unanimously approved.
11. Executive Session  
MOTION: Director Friedel moved to enter into executive session according to Section 55-510.1.C of the Virginia Property Owners Association Act for the purpose of discussing contractual, personnel and legal matters.  
MOTION SECONDED: First Vice-President Pearson  
MOTION CARRIED: Unanimously approved.
12. Return to Open Session - There was no action taken.
13. Adjournment - President Davis adjourned the meeting at 9:30 PM.

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Submitted by:

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Charlie Davis, President  
Board of Directors  
Brandermill Community Assoc., Inc.

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Cynthia Wright  
General Manager/Secretary  
Brandermill Community Assoc., Inc.