

BRANDERMILL COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
November 1, 2016

1. Call Board Meeting to Order – The November 1, 2016 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, Acting General Manager Al Raimo, and Recorder Judy Agee were present.
2. Second Vice-President Gregory led the meeting with the Pledge of Allegiance.
3. Approval of Agenda
MOTION: First Vice-President Pearson moved to approve the Agenda, as amended to combine items 7 and 8 into Item 7. Discussion and Approval of Proposed 2017 Budget.
MOTION SECONDED: Director Hillman
MOTION CARRIED: Unanimously approved.
4. Consideration of Minutes for Meeting of October 3, 2016
MOTION: Treasurer Friedel moved to approve the Minutes of the Board of Directors Meeting of October 3, 2016.
MOTION SECONDED: Director Hillman
MOTION CARRIED: Unanimously approved.
5. Member Voice – Ben Woods (Garrison Place) expressed his concern about the proposed 2017 budget that indicates a 5% assessment increase and cutbacks in several areas. He noted there is about 50% of the total budget for salaries, retirement and employee benefits, which he considers is too heavy in our staffing for the size of our budget and community. He expressed concern that a higher percentage of staff salaries was causing increased assessments and cut backs in services.
President Davis noted that all of the components Mr. Woods spoke of have been discussed by the Finance Committee and will be discussed further. He noted the Reserve fund will be increased with the 5% assessment increase, which is the only pool of money we have to maintain and upgrade our infrastructure.
-Lisa Pelfrey (Watch Hill) thanked the board for the addition of the Harbour Pointe Playground which has been well received and provides opportunities for families to meet and play. She noted that more young families are becoming involved with the community, especially with the use of social media by sharing information about the preparation of the BCA budget and encouraged the Board to participate in these resident discussion groups.
6. Reports
 - A. President – President Davis thanked Finance Committee Chair John Cardea and all committee members for their time and effort in preparing the 2017 budget, which includes a thorough review and response to residents’ concerns with a balanced look at the niceties and necessities.

First Vice-President – First Vice-President Pearson reported the Communications & Marketing Committee met on October 6 and recommended continuing with

BRANDERMILL COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
November 1, 2016

Forwardpass as the best value for both website and software and are endorsing in concept Brandermill's branding as a waterfront and golf community. Once the new General Manager is in place both of these issues will need to be addressed so input can be received. The committee did not endorse the Brandermill History Book.

Mr. Pearson provided an update on the General Manager search stating that the candidate pool started at 98 and that five candidates have been interviewed utilizing the GoToMeeting software. Two of those five candidates will be visiting and touring Brandermill for several days within the next two weeks and will have an opportunity to meet with the Board and discuss the challenges facing Brandermill and the opportunities to advance ideas on how things can be done better.

- B. Treasurer - Treasurer Friedel will provide information during Item 7. Discussion and Approval of Proposed 2017 Budget.
 - C. Members of the Board - There were no reports.
 - D. Acting General Manager - Acting General Manager Raimo reported the marina work is ongoing with 50% of electrical work done and remaining wiring and decking work to be completed within a few weeks depending on the weather and coordination of the contractors. The paving is complete at the Harbour Pointe Clubhouse and Pool. BCA Maintenance staff will be cutting firewood from trees accumulated from the tree management activities to have available free for residents pick up at the North Beach Pool parking area. The street sign cleaning is ongoing and is expected to be completed within a couple of weeks. Mr. Raimo reported that trail maintenance is completed and announced that anyone who has an area where the trail needs more attention to please contact the BCA Maintenance staff. The Maintenance bucket truck has been used for tree trimming on Planter's Wood Road and will be continued into each connecting neighborhoods of Planter's Wood and Heritage Woods. After completion, this activity will be done at North Beach Road. The Community Appearance and Maintenance Committee will consider a schedule for this type of activity with the budget truck in other areas. He noted many thanks to Community Services staff Jennifer Strader and Donna Allen and Maintenance Superintendent Danny Ramsey and staff for their great job with the Halloween Tots Fest on Monday, which was well attended and a fun time for all.
 - E. Committees - Appointments, Reports, and Requested Board Action -
MOTION: Director Nardella moved to appoint Michael Sweeney (Old Fox Trail) as a voting member of the ARB Committee, for a 3-year term.
MOTION SECONDED: Director Hillman
MOTION CARRIED: Unanimously approved.
7. Discussion and Approval of Proposed 2017 Budget -
MOTION: Treasurer Friedel moved to accept the 2017 Budget as proposed by the Finance Committee.

BRANDERMILL COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
November 1, 2016

MOTION SECONDED: Director Hillman

AMENDED MOTION: Second Vice-President Gregory moved to amend the motion to accept the 2017 Proposed Budget and to include the provision that any year-end budget surplus go into the Replacement Reserve Fund.

MOTION SECONDED: First Vice-President Pearson

AMENDED MOTION: Unanimously approved.

Director Hunt asked for clarification of “budget surplus” and Director Gregory explained that it would be any monies remaining in the Operating Budget after all expenses had been paid. Director Gregory thanked the Finance Committee for their work on the budget and cautioned the community that Brandermill is still in a financial crunch due to our aging infrastructure. Finance Committee Chair Cardea noted he would provide a written report to the Board with recommendations to improve the budget process to make it more open and inclusive. President Davis thanked the Finance Committee for their time and expertise in keeping Brandermill solvent.

8. ARB Appeal on Fence Denial 3501 Quail Hill Court -

MOTION: First Vice-President Pearson moved to deny the ARB appeal regarding the Fence at 3501 Quail Hill Court.

MOTION SECONDED: Director Nardella

MOTION CARRIED: Directors Davis, Gregory, Hillman, Hunt, Nardella and Pearson approved. Director Friedel opposed.

Property owner Eugene White appealed to the Board regarding the ARB’s denial of his request for changes to the positioning of his fence to the front plane of his house. ARB Chair Andy Wyman advised the Board that the ARB originally approved the fence for the rear plane of the house and to include shrubbery which was never planted. He advised the owner brought the fence forward without receiving ARB approval.

9. Executive Session

MOTION: Director Hunt 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: Second Vice President Gregory

MOTION CARRIED: Unanimously approved.

10. Return to Open Session - There was no action taken.

11. Adjournment - President Davis adjourned the meeting at 8:20 PM.

BRANDERMILL COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
November 1, 2016

Submitted by:

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

Alexander Raimo
Acting General Manager/Secretary
Brandermill Community Assoc., Inc.