

Ashbrook Community Association
Minutes for Board of Directors Monthly Meeting
Date: August 8th, 2023, 7:00 P.M.
Ashbrook Community Center

Call to Order

Present: Terry Guthrie, Eileen Hume, Katie Wykle, Justin Miller, Dave Georgy
ACS West: Christopher Bertsch, Don MacQueee
Quorum established.

Motion: To approve the minutes for 7/11 by Terry
Secondary motion by Eileen, motion carried unanimous consent. Approved.

Old Business

President - Terry -

- Tabled conversation about Executive meeting.
- Attended the last zoning meeting for the Chesterfield zoning commission regarding the aggregate driveway. It's passed on July 26th, the county does not require aggregate driveways on the old side of the neighborhood. Everyone has the same restrictions now.
- Tabled common grounds
- Tabled team building exercise

Vice President - Eileen -

- Errata from last Annual meeting
 - In the chaos of the last meeting with the new board shifts we forgot to mention that Katie Wykle was reelected and will stay on the board. Three seats are up for election Total votes Katie 127, Dave 38, Nick 31, left blank 43
 - Katie - 3 Years
 - Dave - 3 Years
 - Nick - resigned
 - The board sent out communicated to the community (email, website, facebook) that a seat was open for appointment
 - Of the candidates that showed intent, Justin Miller was appointed to take Nick's spot by the board. The term is until the next election in June 2024.
 - This will have to be amended to the Annual meeting minutes
- Errata from last Annual meeting
 - Chris informed the board that Office seat selection should happen at the first meeting after the Annual meeting (Both meetings back to back on 7/11)

- Chris informed the board that at any time a board member can call for a re-election. The members select the board members, the board members select the officer seats.
- Dave asks what the duties and responsibilities are for each officer.
- Chris talks about the by-laws, the articles of incorporation, and declaration of rights and restrictions and their importance.
- Eileen discusses the street lights around bus stops, or close as possible. Power or solar lights are discussed. The lights will be LED to save power. All lights will be changing county wide. Dominion can change our common ground lights to LED and it would save us money. We have had a request in with Dominion for a while. We have been in touch with someone from community enhancement to install the new lights. We can only do 1 light every 6 months. The first location will be over by the small playground. All homes within 200 feet need to sign off on the install.
- The board votes on Office seats via secret ballot. Chris counts the votes and the results are:
 - Eileen is announced as President
 - Terry is announced as Vice President
 - Justin is Treasure
 - Katie is the Secretary
 - Dave is board member
- Terry asks Chris those are the votes but what if we don't want those positions, what is the procedure. Chris says it would be up to Justin and Dave to discuss who'd take the Vice President position. Terry declines the Vice President position. After a discussion, Dave will be the Treasurer and Justin will be the Vice President. Terry will be the 5th board member.
- More discussion about calling for re-election. It can be done at any time for any reason by any board member as many times.
- Chris talks about being Special Appointments that can be made for Officers to assist a position "can elect such officer as the affairs of the association requires." We can have Assistant Officers.
- Chris talks about how ACS West handles most of the duties of the treasurer.
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President - Eileen

- More Errata from last Annual meeting
 - Ashbrook is not a "non-profit" , we are a "non-stock".

Vice President/Treasurer - Justin

- Checking 57,752.43
- Money Market 129,674.44

Secretary - Katie - none

Treasurer - Dave - No report

Terry - No report

Reports by ACS West

Chris -

From last months Financials
Operating account \$63,980.18
Reserve \$126,944.44

Attorney collection was not ready.

Violations

- Maintenance 54
- Trash 14
- Landscape 16
- Prohibited items 3
- Architectural 3
- Unsightly 2

Don -

Projects

- Disclosure packages 3
- Researched the lake property behind Halyard Terrace
- Processed new rental applications for corral
- Tree removal
- Rechecked the previous disclosure violations
- Researched information regarding the lake ownership and liabilities
- Checked out several violations reported by a community member
- Found several forms related to clubhouse rental, passed them along to board
- Still working on Tennis court repairs - vendor issues
- Helped with corral maintenance

Elieen would like to discuss the Lake ownership since Don brought it up. Justin questions why we would want to own the lake as it seems like a large liability. There was some talk about the possibility that the lake would have to be dredged. Ashbrook's lake is about 24 acres, googling for information results in various estimates between half million to two million which would be the community's burden if we owned it. Terry says the silt recovered can be worth a lot of money. Terry asked Mr. Sowers if he would consider conveying the lake in 5-7 years to allow us

time to prepare, but no decision was made at that time. Terry then explains that Mr. Sowers will only talk to one person. Justin asks what about an attorney representing us? Terry says she asked him about that and he asked why would I need to talk to your attorney to convey my land? Terry says in the minutes of April, it's stated that Mr. Sowers will convey the common grounds and include the land under the lake by the end of this year. Mary Winkler asks if liability issuance is the major concern outside of dredging the lake for which Terry replies Mr. Sowers says the liability insurance on the lake is about \$1500 annually. Terry says the land can be deeded to us at any time from Mr. Sowers as it's in the original incorporation documents that it was to be conveyed. The lake has not been dredged. Eileen asks Mary Winkler to talk about some of her research into the lake. Mary explains that community enhancement says this lake was on their schedule to be dredged in the next 5 years not at cost to us. Chris explains that Mr. Sowers has held onto the lake for quite a long time and has been reluctant to pass it on to our community. He has been getting notifications from the county that there have been complaints that the lake needs to be dredged and that falls on him. Don talks about a previous study about BMPs and says that Ashbrook should be careful and do their due diligence. Eileen suggests putting this on the agenda for the next meeting.

Community chairs

Finance & audit - Nothing to report

ARC - Joann - 1 porch rebuild, 3 shed, 1 deck approval

Crime - Mary - Crime report - 29 Service Calls

- 2 abandoned vehicle
- 4 check in/welfare
- 10 calls for desk officer call for service
- 3 disturbances
- 2 domestics
- 1 domestic assault
- 1 firewalk
- 1 call for information on a previous call
- 1 noise complaint
- 1 call for police alarm activation
- 2 calls for police service
- 1 call for suicide (does not mean someone died)

Officer Q reports 15 speed violations on shady banks and ashbrook parkway

Mary reports that NNO went well.

Evelyn -

- Safety and Security meetings are changing schedules.
- Many meetings have been set up with presenters.

Social - Working on Teen night, looking at speakers to use for events to save us money.
The winner of the fishing contest was announced.

Buildings and Grounds - Bill - Drain box was completed, the small hole in the clubhouse roof has been fixed. Bill praises JST consultants in their efficiencies at doing the reserve study. Bill asks the board to consider remodeling the clubhouse kitchen area, he would like to get quotes.

Lake: Someone asks about the cloudy look in the lake.

Community center:

IT: Found a copy of the ARC guidelines and uploaded it, updated the board and office chairs, created Dave's email account, worked on the hosting budget. Discussed efforts in recreating documents such as the by-laws so they are easier to read and search. The by-law document just needs more proof reading. Recreated the ARC form.

Nomination - Terry - nothing

Old business member voice -

New Business -

President - Eileen -

Motion: To seat the board members as follows -

- **President - Eileen**
- **Vice President - Justin**
- **Secretary - Katie**
- **Treasure - Dave**
- **Board member - Terry**

Secondary motion by Katie, motion carried unanimously consent. Approved.

Vice President - Justin - Has a report a cameras at the smaller playground, will be on next meetings agenda

Secretary - Katie - none

Treasure - Dave - none

Terry - none

New business members voice

- Eileen asks for them to be sent to the board so we can add them to the agenda next month

Meeting was adjourned 8:31pm
Seconded by Katie