

Ashbrook Community Association
Minutes for Board of Directors Monthly Meeting
Date: May 13th, 2025, 7:00 P.M.
Ashbrook Community Center

Call to Order @ 7:00 PM

Quorum: A quorum was present including Justin Miller, Dena Bonniwell, David Georgy, and James Wright. Bill Kayes was absent. Christopher and Don are present from ACS West

Motion: Motion to approve the agenda as presented made by Justin Miller and seconded by Dena Bonniwell. Motion passed unanimously.

Motion: Motion to approve the minutes from the previous meeting made by Justin Miller and seconded by Dena Bonniwell. Motion passed unanimously.

Old Business

President - Justin Miller

- Working on a dedicated BMP webpage for transparency and future reference.

Vice President - Dena Bonniwell

- Communicated with new officer and coordinated checklist procedure.
- Officer Waller resigned. Officer Craig Robertson is now in place and has submitted his first report. Justin will create an online submission form for activity logs and follow up with Officer Waller.
- Clubhouse Cleaning Miscommunication: A volunteer cleaner arrived and found the clubhouse already cleaned without notice. James committed that future events would be cleaned by volunteers to avoid further issues.

Treasurer - David

- Operating (Checking) Account Balance: \$98,163.74
- Reserve (Money Market): \$170,446.41
- Payment approval process is functioning more smoothly. One duplicate invoice was properly declined.

Secretary - James Wright

- No additional report.

Board member - Bill Kayes (absent)

Reports by ACS West

Chris -

Financials

- Operating: \$103,948.06
- Reserve: \$161,881.66

Attorney collection - Not available in time for the meeting

Violations - 144 total

- 65 Landscaping
- 36 Trash
- 18 Maintenance
- 14 Prohibited items
- 5 Architectural
- 4 Vehicle
- 2 Aesthetic

Violation inspection: community-wide inspections done this period

Disclosure Package Inspections: 9 inspections completed.

Action Items Worked/Working on:

- Researched Disclosure Inspection ownership changes on County Records, and on ACS West records.
- Followed up on previous Disclosure Inspections and wrote up violations for exceptions not corrected
- Coordinating repairs of split rail fences in two areas.
- Getting Yard Sale banners updated.
- Getting info put together for Board response to owner complaint re removal of damaged tree beside walking path..
- Working on getting more info from the County on upcoming new subdivisions and road work.
- Handled several direct owner complaints about neighbors violations.
- Corral rentals.
- Trailers parked on streets.

Community chairs

Finance & audit - David Georgy

- Payment system updates are working as intended. Duplicate invoice was successfully rejected.

Social - James Wright

- Hosted successful Easter event with 80–90 attendees.
- Yard Sale was well-attended.
- Upcoming Movie Night being planned. Polls were shared to select the movie.
- Future events will be cleaned by committee volunteers to save budget.

ARC - Jo Ann Ruitenbergh, Chair

- 1 Final solar panel inspection
- 1 Driveway expansion approval
- 1 Shed approval with conditions

Buildings and Grounds - Bill Kayes

- Ant infestation reported in clubhouse. Motion approved to solicit bids from three pest control companies: Evergreen, Southern Pest Control, Swift Creek.
- Proposal discussed to reseal pavilion concrete and refresh clubhouse paint and quarter round trim. Paint samples to be reviewed next meeting.

Motion: Motion to approve contacting Evergreen, Southern Pest Control, and Swift Creek Pest Control for clubhouse pest control bids was made by James Wright and seconded by Dena Bonniwell. Motion passed unanimously.

Clubhouse - David Georgy - No Report

- Cleaning checklists will be posted. Volunteers to handle cleaning post-events.

Lake - Mark - (Absent) -

- Lake remains discolored due to rainfall and runoff.
- Discussion on ownership, BMP function, and cost of potential dredging. Justin to build BMP resource page.
- Potential dam inspection due to state legislation mentioned.

Safety and Security - Mary Winkler - (Absent)

- Officer Craig Robertson's report:
 - 1 hang-up 911 call
 - 1 animal control
 - 2 front desk service calls
 - 1 domestic assault
 - 1 alarm activation
 - 1 police service
 - 1 suspicious vehicle
- Online checklist form being created to track officer activity and timestamp logs

Old business Members voice

- Drainage complaint at pathway with collapsed wall and clogged pipe. Photos shared and to be sent to Bill Kayes.

New Business -

President - Justin

- Discussion of Facebook complaints about Vantaca registration delays. Will request access to assist with registration codes.

Vice President - Dena Bonniwell - No Report

Treasure - David - No Report

Secretary - James Wright - No Report

Board member - Bill - (absent) No Report

Motion to approve Joanne and Sue as the 2025 Nominating Committee seconded by David Georgy. Motion passed unanimously.

New business members voice

- Concerns about non-residents using clubhouse facilities. Suggestions included adding signage and reviewing camera coverage.
- Justin to bring camera coverage proposal next meeting for additional surveillance of boat area and parking lot entrances.

Motion: to adjourn the meeting by Justin at 8:08 PM. Seconded by David Georgy. Passed unanimously.

Meeting was adjourned at 8:08 PM.

The annual meeting will be on June 2ndth 2025 at 7:00 PM.

The next meeting will be on June 10th 2025 at 7:00 PM.

For those interested in joining a committee or attending a committee meeting, we would love to have you! Please reach out to any board member or committee chair for more information.

Submitted by Justin Miller & James Wright