

Ashbrook Community Association  
Minutes for Board of Directors Monthly Meeting  
Date: June 10th, 2025 7:00 P.M.  
Ashbrook Community Center

Call to order at 19:06

Present: Justin Miller, David Georgy, Bill Kayes, James Wright

ACS West: Christopher Bertch & Don MacQueen

Quorum established

**Motion: 19:06**

**To approve the agenda for this month's monthly meeting as set forth.**

**By: Justin Miller Second by: David Georgy**

**Motion carried.**

**Motion: 19:06**

**To accept the May 2025 minutes as presented.**

**By: Justin Miller Second by: James Wright**

**Motion carried.**

**Old Business**

President's report: By Justin Miller

- Still collecting information regarding the Lake/BMP for a page on the Ashbrook website.

Justin went through FB and searched for all information regarding the lake taking screenshots, emails and documents associated with the lake including governing documents to cover everything we know about it for posting information available on the website.

- Follow up on pipe issue

VDOT came out and cleared some stuff however, this doesn't appear to be enough to address the flooding. They opened the path to offshore but not the path to the lake. Don says that when he called the county someone whom he spoke to stated that the county was not responsible that VDOT would have to take care of this. Don made a follow up phone call after placing the work order with VDOT and then they closed it as resolved. When Don followed up with Bill, Bill advised that the issue was beyond the drain and it wasn't really resolved. Don followed back up with VDOT and they stated that anything beyond the drain was on the county and they would have to address the issue. Don called the county back and they are going to address the situation after further assessment and correspondence with VDOT. The county will look into the digging out the ditch for proper drainage if necessary and they will handle it. Bill advised further follow up will take place to get the issue resolved.

- Discuss tree issue on residents property by Offshore

Justin discussing options since initially sending resident of the property of next steps. Resident has already had violation letters sent previously and has not responded to requests. Chris is suggesting sending letters of notice to place a lien on the property in order to get the resident to respond and take care of the tree. Don is getting a quote on removal of the tree. There is resident concern of the tree dropping limbs and safety.

- No camera proposal as of yet

Camera to cover more of the parking area near the large park and near the parking at the clubhouse in addition to covering more dead spots in which are currently not covered. Getting someone to review the camera footage in order to review footage to determine cause of damage to tot lot equipment.

- Announcement of annual meeting notice

Annual meeting was on the 2nd and did not reach quorum. This will serve as notice to the rescheduled date of the annual meeting on July 8th.

Vice President's report: By Dena Bonniwell

- Absent from meeting.

Treasurer's report: By David Georgy

*For a detailed report of the finances, please contact David directly*

- a) Checking \$ 97,148.14
- b) Money Market \$ 170,477.20

Secretaries report: By James Wright

- Nothing to present at this time.

Architectural Review Committee:

- 1 approval for solar panels
- 1 approval for shed

Building & Grounds: By Bill Kayes

- Quotes on getting parking lots resealed, no communication back as of yet.

Clubhouse Manager Committee: By David Georgy

- Nothing to present at this time.

Finance & Audit (Budget) Committee:

- 1st meeting to take place in the 2nd half of April.
- David to put on community calendar

Management report:

By Christopher Bertch, ACS West representative: Don MacQueen

- See ACS West report for details.
- Violation inspections, disclosure inspections, and current projects.

2 Community wide inspections performed since May finding the following:

Trash - 41

Landscaping - 25

Maintenance - 22

Prohibited Items - 6

Vehicles - 5

Aesthetics - 3

Follow up on tree removal quote, change of ownership, follow up on drainage pipe issue, street signs not placed back along the roadways and determining if new signs were being made, working on the broken tot lot equipment.

Treasurer Report :

Operating- \$91,124.66

Reserve- \$161,847.87 as of 2/28/2025

Total Debtors Payments Collected- \$3,219.37.

Social committee report: By James Wright

- Discussion about upcoming events

Family Movie night coming up this week. Popcorn and drinks for guests in attendance.

- Discussion about previous social committee meeting

We discussed upcoming and previous events, social engagement and attendance moving forward.

- Summer Picnic plans for community

Food Trucks, Ice Cream Trucks, Game Trucks, picking a date for the picnic.

VI. Old Business – Member's Voice

- National Night out booking Jodi with cool concessions (new name?)

Safety & Neighborhood Watch Committee:

- Crime Report from May 2025

Incident Type	Total
Animal Control PD Only	1
Annoying Phone Calls	1
Assist	1
Check the Welfare	1
Desk Officer Call for Service	1
Disturbance	1
Domestic	4
Hit & Run MVA	3
MVA-No Inj	1
Noise Complaint	1
PD Response for CRA	2

Person in Crisis	3
Police Service	1
Suspicious Person	1
Temporary Detention Order	1
Total	23

### **Old Business- Member's Voice**

New resident requesting information on how to stay engaged with social committee events. We advised them to look at Ashbrook official Facebook page, check the website and community calendar.

### **New Business**

President: By Justin Miller

- Discussion surrounding letters to neighboring communities regarding trespassing.  
Heavy discussion surrounding previous standards of zero tolerance policy surrounding trespassing people who didn't belong in the community. One member stated that this really should be a wait and see situation as we aren't really having issues currently stemming from people coming into the community who may not be members. Chris will follow up with the scheduling office regarding contact information on getting officers to respond to calls. James and Justin stated that it may send the wrong message sending nasty gram letters to neighboring communities regarding the privacy of our property and amenities and the impact that may have on our future relationships with them. David followed up that he is concerned with not handling the problem after the fact and that we should be proactive about being a private community and that if we are to respect their neighborhood that should be reciprocated. There will be higher costs and maintenance if more people are coming into our community and using our amenities. Adding more signage around the community: HOA we employ getting quotes to have more signs made up. Don can get quote on getting signage for the community.
- Solicitor information.  
There is a license that solicitors should be carrying, and it is a violation for solicitors to ignore no soliciting signs and they should be handled accordingly by residents by reporting them.

Vice President: By Dena Bonniwell

- Absent from meeting.

Secretaries Report By James Wright

- N/A

Treasurer's report: By David Georgy

- Nothing new at this time.

Board Member: By Bill Kayes:

- Nothing new at this time.

Member voice:

- No new comments at this time from the community members present.
- Reminder of next Annual Meeting on July 8th by Justin.

**Motion by Justin to adjourn meeting @ 20:03 carried by James Wright.**

Adjournment at time 20:03.

The next meeting will be held on Tuesday, July 8th, 2025 at the Ashbrook Community Center.

Respectfully submitted by: James Wright, Secretary