

Ashbrook Community Association
Meeting Minutes for Board of Directors Monthly Meeting
Date: August 12th, 2025, 7:00 P.M.
Ashbrook Community Center

- I. Call to Order @7:03pm by Justin
- II. Roll and Quorum Status
- III. Approval of the Agenda Motion to approve @7:03pm by Justin 2nd by David
- IV. Approval of Previous Meeting Minutes @7:03pm by Justin 2nd by David
 - Approved minutes can be downloaded from the association's website:
www.ashbrookonline.com under Documents >> Board Meetings.
- V. Officer and Committee Reports (Old Business)
 - President's Report – Justin Miller
 - Kevin Carroll

Justin discussed that Kevin Carroll came out to National Night Out and we invited him to our meeting tonight to discuss the lake situation.

- Vantaca

Justin got a call from Chris regarding payments moving forward for the Vantaca program. Chris stated he got with his management team to discuss this further as they had not raised management fees in roughly 5yrs. If Ashbrook is amenable to reducing the amount of meetings ACS would need to attend from 12 to 6 they would lower the cost or potentially do 6 in person and 6 video conferences during HOA meetings. Cost will need further investigation by Chris and ACS West about what the actual cost will be. The current contract is \$4,844 and the proposed increase would be \$595/month. This would take effect January 1, 2026. ACS West is willing to curb this cost for another 2 years if we cut down on their involvement in the meetings as mentioned above.

- NNO

Last week was a good turnout for National Night Out put out by the safety committee.

- Vice President's Report – Dena Bonniwell
 - Communication from the Officer (absent from meeting)
- Treasurer's Report – David Georgy
 - Checking and Reserves/Money Market (opening/closing balance).
 - a) Checking - \$118,668.17
 - b) Money Market - \$170,537.93
- Secretary's Report - James Wright
 - Follow up on hornets nest on assumed abandoned property

We contacted Chris to call our new pest control company, Swift Creek pest control who handled the call. Chris also contacted Chesterfield County Police to perform a wellness check but we have not had a follow up.

- Board Member's Report - Bill Kayes
- Reports from ACS West - Christopher Bertsch
 - Vantaca cost and options were covered during Justin's time.
 - See ACS West report for details.
- Reports from ACS West – Don MacQueen
 - VDOT follow-up- safety hash marks repainted on Shady banks

- Trimming of bushes back to the right-of-way limit on Twisted Cedar Drive at the location between Twisted Cedar Ct and Twisted Cedar Terr.
- Street name signs redone and installed on the stop sign post at Twisted Cedar Dr and Twisted Cedar Pl.
- Roadside ditch cleaning.
- Decision to have surveyor come out to determine if tree is on owners property or Ashbrook property. If tree is on owner property Ashbrook will contract Cambium to remove the tree and add it to fees on account of the owner.
- Don will look at toys that can be placed in area where rider was recently broken.

- Architectural Review Committee -
 - ARC report
 - 1 Fence Approval
- Building and Grounds Committee - Bill Kayes
 - Lake Clean up from storm follow up
 - Clubhouse Improvement updates

August 23rd a B&G get together is scheduled to make improvements to the clubhouse. Goal will be to clean out gutters, replace ceiling tiles, paint the interior and replace the shoe molding. Justin brought up an idea to place a privacy fence around the power and telephone boxes near the main parking lot. James requested Chris from ACS to get an RFP for installing the fence.

- Lake Committee
 - Emails sent to the county about storm water and silt issues.

Mark advised during recent testing that the water is healthy overall other than the continuing issues from the construction and silt in the rear section.

Don advised Theo Taylor from Chesterfield county would be the main POC to talk about silt fencing issues from the construction behind the lake.

- Clubhouse Manager Committee
 - N/A
- Finance & Audit (Budget) Committee
 - Budgets

Next meeting is August 28th and the due date for budgets from all Committees will be due the 26th of August.

- Safety & Neighborhood Watch Committee
 - Crime Report
 - National Night Out
 - Report run date: No report provided however, the new officer is filling out a log on each visit which is sent to the HOA.
- Social Committee -
 - Upcoming events

VI. Old Business – Member's Voice

VII. Discussion on unresolved items from previous meetings.

VIII. New Business

- President's Report – Justin Miller
 -
- Vice President's Report – Dena Bonniwell
 - Absent from meeting
- Treasurer's Report – David Georgy
 -
- Secretary's Report - James Wright
 -
- Board Member - Bill Kayes
 -

IX. Member Comments and Concerns (New Business)

- Members are invited to share comments, concerns, or questions.

X. Closed session

XI. Announcements

XII. 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.

XIII. Adjournment @7:46pm motion by Justin 2nd by James

- The next meeting will be held on Tuesday, September 9th, 2025, at the Ashbrook Community Center.