

Birchfield Woods Cluster Association
Annual Cluster Meeting Minutes
April 8, 2009

The BWCA annual meeting, held at the Armstrong elementary school cafeteria, was called to order at 7:15 pm by BWCA President Rob Brown after determining that a quorum of association members was present.

Mr. Brown presented the association's accomplishments over the past year, which included:

- Removal of dead / diseased trees and tree trimming
- Perimeter brush control
- Street light junction box repairs and overhauls (approximate cost \$12,000)
- Mailbox replacement (approximate cost \$14,000). Installation is in progress and keys for the new mailboxes were distributed at the meeting.
- Signed contract with Gates, Hudson & Associates management company for cluster management. GHA acquired the assets to our former management company (Koger Management Group) in Koger's bankruptcy proceedings. We had an audit performed which determined that no association funds were lost in Koger's widely-publicized embezzlement.
- Renewed common area maintenance contract with BladeRunners for 3 years
- Successfully collected on 3 delinquent accounts

Questions were taken from the meeting attendees. Several attendees expressed a desire for better snow removal, particularly ice. Rob explained that this year's snow and ice storms, although relatively mild, produced a lot of ice due to melting and re-freezing, and that it was impossible to remove despite the sanding and salting performed by BladeRunners. Another attendee asked what the snow removal expenditures were, and Treasurer James Juran said that approximately \$3,300 was spent for the 2008-2009 fiscal year.

Mr. Brown described the following projects planned for the coming year:

- Sidewalk repairs (replace sections of the sidewalk that have settled and are a tripping hazard). This will include replacing a section of the sidewalk that is sloped the wrong direction and retains water after heavy rain. Estimated cost: \$7,500.
- Parking lot seal coat / restripe / fire lane painting. Estimated cost: \$12,000
- Tree replacement. Estimated cost: \$2,500

Mr. Juran presented the proposed budget, which increases dues from \$680 per year to \$700 per year, an increase of less than 3%. Following discussion, the budget passed unanimously without modification. Mr. Juran stated that cluster reserve funds were sufficient to cover anticipated maintenance expenses and that barring unexpected events, future dues increases were expected to be in line with inflation.

Mr. Brown asked for nominees for the four officer positions and for two open board positions (one full term and one 2-year term vacated by Kevin Nishiyama). Member Nancy Baumgartner nominated Rob Brown for president, Jenifer Taggart for vice president, James Juran for treasurer, and Susie Littlejohn for secretary. The motion was seconded and approved unanimously. Florencia Flanagan was elected to fill the 2-year board member position, and Jenifer Taggart was elected to fill the full term. Rob Brown (Spring 2010), Susie Littlejohn (Spring 2010) and Kyle Kinzer (Spring 2011) remain as board members.

The meeting was adjourned at 8:20 PM.

Minutes prepared by James Juran