

BRANDERMILL COMMUNITY ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

March 4, 2013

Monday – 7:00 PM – Brandermill Woods

AGENDA

1. Call to Order
2. Member Voice 15 minutes
3. Consideration of Minutes for Board Meeting of February 4, 2013 2 minutes
4. President's Report 10 minutes
& Director Reports
5. Manager's Report 5 minutes
& Department Reports
(see attached)
6. Committee Reports 5 minutes
(see attached minutes)
7. Consideration of 2013 Proxy/Ballot for Annual Meeting of the Members 5 minutes
8. Consideration of Skinquarter Landfill Position 10 minutes
9. Consideration of Common Interest Community Board Complaint 10 minutes
filed by Member David D. Schein
10. Executive Session
Per the Virginia Property Owners' Association Act Section 55-510.1-C:
for consideration of a) legal considerations, and b) to discuss and consider contracts
11. Return to Open Session
12. Consideration of Action Items, If Any, Resulting from Executive Session
13. Announcements
NRC Meet the Candidates Night, 7PM, Tuesday, March 12, 2013, Brandermill Woods
BCA Board Meeting, 7PM, Monday, April 1, 2013, Brandermill Woods
BCA Annual Meeting, 7PM, Monday, April 15, 2013, Brandermill Woods
14. Adjourn

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BOARD OF DIRECTORS MEETING MINUTES

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1. **CALL REGULAR MONTHLY MEETING TO ORDER** – The February 4, 2013 BCA Board of Directors meeting was called to order by President Guthrie at 6:30 PM in the meeting room of Brandermill Woods, 14311 Brandermill Woods Trail, Midlothian, VA 23112. Directors Bettin, Davis, Hillman, Livingston, O'Hanley and Rowe, Community Manager Bailey, Assistant Community Manager Raimo and Recorder Judy Agee were present.
2. **MEMBER VOICE** - David Schein (Spring Gate) expressed his concern whether the board has maintained its authority to collect assessments; if the pools are subsidized by the entire membership or just by pool members; what can be done about property values, since Brandermill homes are selling below recently lowered county assessed values; regarding the validity of the expenditure for the pool survey asking for an opinion on the issue of universal pool access; and that he is against the proposed marketing plan.
 - Karyn Carpenter (Heritage Woods) thanked the board for responding to her request for street cleaning of leaves and debris in her neighborhood. Ms. Carpenter suggested scheduling the street cleaning in this heavily wooded area to be done earlier in the season.
 - Helen O'Neill (McTyre's Cove) stated her concern that the BCA covenants be enforced on properties that continue to have violations. She noted the new mailboxes improve the curb appeal of the property, but she is against having flags or anything hanging from them. Ms. O'Neill reported she is for universal pool access.
 - Glen Hinton (Harbour Bluff) thanked the board members and Dianne Cardea, chair of the Community Character Committee, for all of their hard work. He stated his concern that the pools be updated and repaired before the pool season starts, and encouraged the board to implement universal pool access.
3. **MOTION TO APPROVE MINUTES – January 7, 2013**

MOTION: Director Livingston moved to approve the minutes of the January 7, 2013 board of directors meeting, as amended.

MOTION SECONDED: Director O'Hanley

MOTION CARRIED: President Guthrie, Directors Bettin, Davis, Hillman, Livingston and O'Hanley approved. Director Rowe abstained.
4. **PRESIDENT'S REPORT** - President Guthrie noted he and Community Manager Bailey will meet with a Richmond Times-Dispatch reporter regarding an article on the history and growth of Brandermill and the current expansion of Brandermill Woods.

A. Director Reports - Director Davis reported that residents are invited to a community meeting schedule at 7 PM on Monday, February 11 at Cosby High School, regarding the proposed expansion of the Skinquarter Landfill to accept fly ash and auto fluff, which currently accepts construction debris and materials that can be recycled into mulch. Director Davis noted the proposed expansion has raised concerns about increased traffic and environmental issues, and President Guthrie suggested notifying residents of this meeting.
5. **MANAGER'S REPORT** – Community Manager Bailey highlighted his written report and stated reports were included from staff. Manager Bailey provided an update to the board of

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directors election process: four candidate applications were submitted so far, with candidate profiles to be included in the February edition of The Village Mill February; Meet the Candidates Night is scheduled 7 PM on March 12 at Brandermill Woods; the election notices will be mailed to residents by March 15; and the Annual Meeting is scheduled at 7 PM on April 15 at Brandermill Woods. Manager Bailey responded to Ms. Carpenter's comments in Member Voice that further street cleaning will be addressed in Heritage Woods. He noted the streets are maintained by VDOT and BCA provides assistance with street clean up and staff will give priority to areas with high leaf accumulation and drainage problems to improve the clean up efforts in the future.

Assistant Community Manager Raimo highlighted his written report. The board approved the NRC's newly elected officers. Mr. Raimo reported he and Manager Bailey met with Chesterfield County Transportation representatives recently who provided information that the street light and sidewalk project along Old Hundred, Charter Colony and Genito Roads will be out for bid for expected completion this summer.

6. **COMMITTEE REPORTS**

A. Community Character Committee - January 15, 2013 minutes are attached.

B. Finance Committee - August 27, September 17, and October 22, 2012 minutes are attached.

C. MPOC Committee - December 20, 2012 minutes are attached.

D. Natural Resources Committee - November 26, 2012 minutes are attached.

E. NRC - January 16, 2013 Summary of 2012 NRC Activities, and November 4, 2012 minutes are attached.

F. PARC - December 13, 2012 and January 10, 2013 minutes are attached.

7. **CLUB SOURCE DESIGN POOL ANALYSIS REPORT - Consideration of**

Recommendation from PARC - Bobby Joyner, member of PARC, provided the committee's recommendations to have the overall pool safety and accessibility issues provided in the report by Club Source Design be implemented prior to the start of the 2014 pool season; that the board postpone any decision of the UPA to allow the committee more time to review collected data and receive further input from residents; and that a subcommittee be formed consisting of Directors Bettin and Hillman and PARC members Bobby Joyner and Mel Burton to address the UPA issues and report back to the committee and the board with a firm recommendation. Mr. Joyner noted that the decision to form the subcommittee was unanimously supported by the PARC members.

8. **MARKETING ACTION PLAN - Presentation by A Touch of Technology** - Director Bettin introduced Sara Johnston, President and Chief Executive Officer of A Touch of Technology LLC, who presented an overview of the Marketing Action Plan developed for Brandermill, "Show me Brandermill First!"

MOTION: Director Bettin moved to approve implementing the first three line items of the website components as outlined in the Marketing Action Plan prepared by A Touch of Technology; to have MPOC provide input with this phase of the implementation process; to use

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the \$20,000 budgeted carryover and have staff identify the source of the additional funding of \$2,500, for a total cost of \$22,500; and have staff evaluate the administrative capacity to maintain the website.

MOTION SECONDED: Director Rowe

Board Discussion: The board discussed various aspects of implementing the website for the Marketing Plan, and Director Bettin suggested that he, Dennis Peterson with the Marketing Committee, and a member of MPOC will work closely with A Touch of Technology. Ms. Johnston stated the developmental process includes milestones and agreement signoffs to assure the accuracy and approval of the website.

Member Comment: - Helen O'Neill (McTyre's Cove) inquired about the board approved RFP process to have A Touch of Technology develop the marketing plan. - Steve Russek (McTyre's Cove) stated he had difficulty with his internet search for real estate specific to the Brandermill area. - Bob Malek (Regatta Pointe) thanked the board for making their decision to move ahead with the Marketing Plan. - Mamie McNeal (Planter's Wood) asked where the website would be hosted and Ms. Johnston indicated they would choose a hosting platform known to be stable and secure.

MOTION CARRIED: Unanimously

9. **EXECUTIVE SESSION** - Per the Virginia Property Owners' Association Act Section 55-510.1-C: for consideration of a) personnel matters, b) legal considerations, and c) to discuss and consider contracts - The board entered into executive session.
11. **RETURN TO OPEN SESSION** - The board returned to open session.
12. **ACTION ITEMS AS A RESULT OF EXECUTIVE SESSION**
 - A. Consideration of Employee Compensation Adjustment
MOTION: Director Livingston moved to authorize the Community Manager to implement an employee compensation adjustment.
MOTION SECONDED: Director Davis
MOTION CARRIED: Unanimously.
 - B. Consideration of Contract for Roof Repair to the BCA Office Building
MOTION: Director Guthrie moved to authorize the Community Manager to enter into a contract for roof repair with Champion Roof Contracting, Inc. for the sum of \$13,500.
MOTION SECONDED: Director O'Hanley
MOTION CARRIED: Unanimously
13. **ADJOURNMENT** - President Guthrie adjourned the February 4, 2013 Board of Directors meeting at 9:45 PM.

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Submitted by:

John S. Bailey, Community Manager
Brandermill Community Assoc., Inc.

Dick Guthrie, President - Board of Directors
Brandermill Community Assoc., Inc.



BRANDERMILL

A Waterfront Community

Community Manager's Report February 2013

Board of Directors Election Report

A total of nine candidate packages were picked up and we have five candidates for the three open seats on the Board

Proxy/Ballot is up for approval on the March Board meeting agenda. Upon approval, will be forwarded to Legal Counsel

Candidates Night is being hosted by the NRC on Tuesday, March 12th at 6:30 PM at Brandermill Woods

Mailing will take place on March 15th

Committee Meetings Attended:

ARB
MPOC

Other Meetings:

Continued weekly conference calls with A Touch of Technology to work on the marketing plan; conducted lengthy workshop to actually work on the proposed changes to the website.

Met with the Executive Director of Brandermill Woods and the General Manager of the Brandermill Tennis Club

Interviewed with President Guthrie by the Richmond Times Dispatch

Attended the Brandermill Region Men's Club breakfast and meeting and was introduced to the group as well as to the Pastor and staff of Brandermill Church

Met with our pool services contractor, Swim Metro

Met with Jerrell Nickerson regarding Forward Pass management system

Attended public meeting on the Skinquarter Landfill

Conducted meeting on the status of the Brandermill Inn case with Marina users

Met with Clem Carlisle of East/West

Breakfast meeting with Board and representatives of Chesterfield

Attended court hearing on the Brandermill Inn

Attended first meeting of the Pool Study Work Group

Met with the Principal of Swift Creek Elementary School
and School Board Member Smith

Topics Researched include but not limited to:

Architect issue
Brandermill Inn
Contracts & Leases
Erosion Control Devices
Finances
Governing Documents
Marketing Action Plan
Marina history and options
Pool Study
Reserve Study

To: John S. Bailey, Community Manager

From: Al Raimo, Assistant Community Manager *Al Raimo*

Subject: Monthly Report – February, 2013

Date: February 28, 2013

1. Committees

A. MPOC

- a. February meeting held, January minutes attached.
- b. ARB requests approval for a new member, Miguel Chueca a longtime resident of Brandermill presently residing in Winterberry Ridge. Mr. Chueca is a licensed Architect who is a sole practitioner. Mr. Chueca has attended the last two ARB meetings as a guest and is now prepared to commit his time to the committee.
- c. 2013 Project Updates
 - Replace Wooden Directional Signs- To begin in April
 - Landscaping of Old Hundred Road and Brandermill Parkway – Starting in March
 - Sagegrove Playground/Park- Starting in March
 - Show Me Brandermill First – Implementation underway, first meeting held late February with Consultants, Marketing Committee and BCA staff.

2. BCA Departments

- A. Community Services. See Jennifer Strader's report, attached.
- B. Community Standards. 11 Hearing Panel letters were sent out for February.
- C. Front Desk Operations. Processed 15 Disclosures in February, 10 were processed in January 2013.
- D. Maintenance. Completed street cleaning. Tree service completed their portion of tree removal and the BCA began their portion of Tree Management Project along Brandermill Parkway, by removing and cleaning of debris and scrub etc.. This will be worked on as time permits. Repaired wooden dock at Sunday Park, which had sustained damage over the years from the build - up of sand. Cleared and cleaned drainage ditches along Planters Wood Drive
- E. The Village Mill. See Wendy Parker's report, attached.

February 28, 2013

Monthly Report

BCA Board of Directors

3. Other Activity

A. Head wall refurbishing project (tunnel restoration) - Genito Road work was completed in January. Work is ongoing on North Beach Road, between Shallowford Landing and Fortunes Ridge, next to North Beach Pool. Weather has extended the completion date, which we expect to now be in early March.

B. BICC Litigation- Worked closely with BCA attorney in preparing defense. Coordinated community meeting to provide update on status of marina. Attended hearing on February 26, case continued to March 12, 2013.

C. Marketing Implementation Plan - Attended day - long meeting to begin process of re designing web site.

D. Continued work with county representative from Environmental Engineering regarding options for dredging/excavating the cove at The Landing. Discussions are on - going, hope to have more detailed plan for proceedings in March.

E. Applied to VDOT for Land Use Application Permit for BCA to conduct perpetual maintenance of roundabout area.

4. March Goals

A. Work with BCA attorney regarding all aspects of BICC litigation.

B. Work with BCA maintenance team pursuing MPOC projects listed above.

C. Continue work with County to develop plan for how to proceed with improving lake access from the boat ramp at The Landing.

D. Work with Chesterfield County Transportation representatives regarding the Genito Road sidewalk project.

E. Work with Marketing Committee and consultant on web site development.



BRANDERMILL

A Waterfront Community

Date: March 1, 2013
To: BCA Board of Directors
From: Jennifer E. Strader
Subject: Community Services Department Report

Activities Committee met on February 7.

Department Statistics :

- The Pavilion was not rented in February.
- The Harbour Pointe Clubhouse was rented 3 times in February for a private events.
- The Branderbelle is closed for the season.
- There were 9 new residents in Brandermill during the month of February.

Events for February 2013:

Free AARP Tax Preparation Workshop: Weekdays, Feb. 4 – Apr. 13, Noon to 5:30 p.m. & Saturdays, 8:30 a.m. – Noon, Harbour Pointe Clubhouse.

Family Wellness Workshop: Sat., Feb. 9, 10:00 a.m. to Noon, The Brandermill Church. Another great collaboration with the Brandermill Church and staff. We had a nice group of people in a wide range of ages come and try out new ways to incorporate mind, body & spirit wellness into their lives.

2nd Annual Great Backyard Bird Count: Sat., Feb. 16, 9 a.m. – 11 a.m., meet at Sunday Park Pavilion. Bring your binoculars! This event was cancelled due to inclement weather. A new date for a Bird Walk has not been set.

Coming Events for March 2013:

Free AARP Tax Preparation Workshop: Weekdays, Feb. 4 – Apr. 13, Noon to 5:30 p.m. & Saturdays, 8:30 a.m. – Noon, Harbour Pointe Clubhouse.

AARP Safe Driving Class: Monday & Tuesday, March 18 & 19, 9 a.m. to 1 p.m. Harbour Pointe Clubhouse. \$14 per person, \$12 for AARP Members.

Annual Easter Egg Hunt: Come join the Easter Bunny for fun with residents & employees of Brandermill Woods. Saturday, March 23, 10 a.m. – Noon, Brandermill Woods Health Care Center. Free for Brandermill Families.

Brandermill SkyWatch: Friday, March 29, 8 p.m. – 9:30 p.m. (raindate: Saturday, March 30) Swift Creek Middle School front lawn. Free for Brandermill residents and guests.

Department Update:

Plot renewals for current renters were mailed out on February 1. They had until COB on March 1 to pay and renew plots for 2013. Those plots that are not renewed will be open to residents.

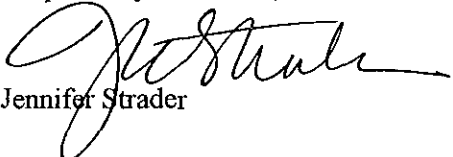
During February, maintenance staff replaced the beach posts at The Landing and thus completing the replacement project of all wooden storage equipment.

I will be attending a State of Virginia Notary Workshop on March 21 in Richmond.

I am completing details on a partnership with Central Virginia Bank to have coffee travel mugs with their logo and the BCA logo imprinted for inclusion in the new resident bags.

I am working to fill the few remaining spaces at the Green Market for this year. Most of our vendors will be returning.

Respectfully submitted,



Jennifer Strader



The Village Mill

Brandermill Community Association Newspaper • 3001 East Boundary Terrace, Midlothian, Virginia 23112

FEBRUARY 2013 UPDATE

To: J.B.
From: Wendy
Re: The Village Mill

The Village Mill

Published February Issue of The Village Mill

Meetings & Events Attended

February 4 - BCA Board Meeting - Wendy
February 11 - Skinquarter Landfill Meeting - Ann
February 12 - Marketing Meeting - Wendy
February 13 - BHPC Meeting - Wendy
February 25 - J.B. Meeting - Wendy
February 27 - Touch of Technology Meeting - Wendy

Web

BCA, CPC, NRC Website Updates - Tina, Wendy
Blast Email - Tina, Wendy

Special Projects

Archives - Tina, Ann
Brandermill Map Updates - Tina, Wendy
Brandermill History Project Forms - Wendy
Candidate Brochure - Tina, Wendy
Election Materials - Wendy
Pool Newsletter - Tina, Wendy
Pool Passes - Ann

BRANDERMILL COMMUNITY ASSOCIATION
COMMITTEE MINUTES/MEETING REPORT
MINUTES OF THE MPOC COMMITTEE

Date: 1/17/13, Time: 4:00 PM, Location: BCA Office

Committee Members Present:

Activities – Jennifer Strader for Lisha Lawlor, ARB – Andy Wyman, Community Character – Dianne Cardea, Crime Prevention – Dee Piscicella via teleconference for Mike Metzger, Finance – Buddy Whitfield, History Project – Tom Jacobson, Marketing – Dennis Peterson, Natural Resources – Jim Schrecengost, NRC – Mamie McNeal, and PARC – Mel Burton

Committee Members Absent: Hearing Panel – Jenny Jones, Community Manager John Bailey

Quorum Present? Yes

Others Present: BCA Board Liaison Joan O’Hanley and Assistant Community Manager/MPOC Facilitator Al Raimo

Member Voice: None

Approval of previous meeting minutes: Upon motion duly made by Schrecengost and seconded by Cardea, the committee unanimously approved the minutes of December 20, 2012.

Agenda Items:

Future approach to conducting MPOC projects – McNeal provided a draft of a monthly schedule/calendar and a form to be used by a committee seeking approval of a project. A lengthy discussion followed. Committee requested that three changes be made to the two documents and that a matrix be developed showing all potential projects with its costs and projected completion date, including multi-year projects. McNeal and Raimo will continue to refine the documents of the overall process in accordance with the group’s feedback and will report back at the next MPOC meeting.

Marketing Action Plan, update – Peterson reported that consultants will have final report ready prior to February Board meeting. The consultants, A Touch of Technology, will be providing a live presentation to the Board at the February meeting. Answering Whitfield’s concern from last month, an Executive Summary, Gantt Chart and Cost Sheet documents will be part of February Board package. MPOC asked that they be allowed to provide feedback to the Board prior to their formal action on the Plan. Either Raimo or O’Hanley will communicate that to the Board.

Peterson advised that the electronic message board initiative was continuing, and there would be more information forthcoming in the near future.

Motions Acted Upon: None

Committee Action Items for the Next Meeting: Review MPOC calendar and procedure for project review and approval.

Items that Need Board Attention/Action: Request for MPOC to provide Board feedback on Marketing Action Plan, before Board takes final action.

Other Items: None

Adjournment: There being no further business before the Committee, the meeting was adjourned at 5:15 PM.

Submitted: Al Raimo, Facilitator
Date: January 18, 2013

Brandermill Community Association

Brandermill History Project

Minutes

Date: Wednesday, January 9, 2013, 7:00 p.m.

Location: Harbour Pointe Clubhouse

Attending: Tom Jacobson, Liess van der Linden-Brusse, Hank Meyer, Ed Applequist, Henry Coalter, Bob Elkin, Dennis Peterson, Wendy Parker, Donna Pletcher

Welcome: Tom Jacobson

Motion to Approve Minutes:

Motion: Dennis Peterson motioned to approve the minutes of the November 14, 2012.

Second: Ed Applequist

Motion carried: Unanimously

Storage of Historic Materials

Joan O'Hanley was unable to make the meeting. Jimmy Nixon, not in attendance, was going to check on space as well. Hank Meyer recalled that some years ago the Brandermill Company had a storage unit with artifacts in it, such as items used in sales promotions, and when he inquired about those items recently he was told that they were all gone. He contacted Franny Powell, and she said, no, she was not aware of anything but would check around the office.

- Hank also recalled seeing the scale model of Brandermill that had been on display in the sales center at one point but did not know of its whereabouts at this time.
- Liess offered that she knew someone who could reconstruct the model from photographs if any could be found.

Initial Community Publicity – Village Mill Story

Wendy Parker said that the Village Mill office could be an initial point of contact for donations, however, she had a few suggestions:

- donations be made by appointment only
- schedule volunteers to be available to accept and process the donations
- photographs can be scanned at the office

Liess van der Linden-Brusse, suggested a software program called Past Perfect to document the artifacts that are accepted. She also recommended:

- that a photograph of each artifact be taken, and that the age, source, etc., be noted
- that everything offered as a donation be accepted into the collection
- that items be accepted as gifts preferably, not as an item on loan from the donor. She can provide a form for this.

Ed Applequist asked if anyone knew of a map available from the early planning stages showing two golf courses being developed in the area. Hank Meyer recalled that the engineering company that developed the drawings for the area, Reynolds, Smith, and Hills, may have something in their archives of the Brandermill project.

Wendy said that Franny Powell had given her a big stack of early advertisements that she still has and are being stored at the Village Mill office.

Oral Interviews – School Students Role

Dianne Smith was not able to attend the meeting but sent an email message saying that work is continuing with the school. Discussion followed on:

- generating a list of names of people that should be interviewed
- contact those individuals now and let them know about the project
- generate a list of questions that we know should be asked

Ashland Museum Report

Tom Jacobson reported that the trip to the Ashland Museum on Tuesday, January 8, 2013, with Wendy Parker and Gloria Arfert, was an interesting and informative one. He gave some background on the history of the museum and how it came about as part of the town's 150th anniversary celebration in 2008.

- a yearbook from the museum was passed around to the committee members
- the yearbook is in its 2nd printing and sales are now profitable
- the yearbook is made up of unique stories and photos of families in town
- the yearbook has no ads and was professionally done by a company in Missouri
- the museum does have a policy and procedure for accepting gifts
- one of their residents had previously put together a history of Ashland
- the museum is located in a storefront with limited hours
- the archives are housed in the library upstairs

Vice Chair

Ed Applequist said that he would have to decline the position of Vice Chair due to other commitments. Tom then asked if anyone else on the committee was interested in the position and there were no responses.

Other

Liess generously donated a copy of the book:

A time to remember : a pictorial history of Chesterfield, Virginia, 1860 to 1960 / compiled by W. Hugh Goodwyn, Mary Arline McGuire, Lucille Cheatham Moseley, Jennifer Dawn Wright.

to the Brandermill History Project. Wendy accepted the gift and will keep it at the Village Mill office.

Dennis Peterson talked about the 20th anniversary marketing video that he and his company produced in the mid-1990s as a result of a commission by the Brandermill Company.

- Dennis offered to show the 7 or 8 minute video to the committee at a future meeting
- the video is in DVD format and could be re-mixed for some future use
- it had been used by the Brandermill Company as part of a marketing plan along with a glossy brochure developed by Wendy and sent out to people interested in Brandermill
- Wendy suggested that we meet at the Brandermill Woods sometime where there would be a projector available
- Liess suggested that the video be used as part of a fundraiser – possibly sell copies of the DVD

Other ideas for historical notes and programs were discussed:

- Ed said he would talk to Don Blum of the Brandermill Region Men's Club
- Gloria Arfert said she would talk to the Women's Club about their history
- Hank Meyer had a copy of the *History of the Brandermill Church* by Bob Van Horn and said that Mr. Van Horn would be interested in helping us with our project
- Wendy offered to invite the new Community Manager to an upcoming meeting

Tom announced that our next meeting will be on Wednesday, February 13th, at 7:00 p.m.
The meeting was adjourned at 8:03 p.m.

Resources mentioned in the meeting:

Past Perfect

<http://www.museumsoftware.com/>

Liess recommended PastPerfect as excellent software for our project and easy to use.

American Association for State and Local History

<http://www.aaslh.org/>

Liess recommended AASLH as an organization that can answer any questions about local history projects.

Ashland Museum

<http://ashlandmuseum.org/>

105 Hanover Avenue

Ashland, VA 23005

Hours:

Saturdays 10 am – 2 pm

Sundays Noon – 2 pm

BCA Community Character Committee
Report for the Board of Directors
March 4, 2013

The CCC did not meet in February. Below is a list of activities that occurred during the month and events that are planned for future dates.

Home Awards: The Most Improved Home will be announced in the Village Mill's Home Improvement issue this month. Thank you to the NRC for advertising our need for nominations from the residents. CCC members Julane Johndrow and Judy Malek are in charge of this program.

The Brandermill Education Ambassador (BEA) program has 25 members. The BEA's newest member, Carroll Geddes is providing maintenance on the bikes for the PE Department at SCMS. Dee Piscella created a Kindergarten Enrichment Program at SCES that is a part of NASA's Imagine Mars Project. The children have created ideas for their first town in Mars that will be named Midlothian, Mars! The group's second issue of their publication called the Midlothian Mars Monitor will be coming out soon.

Dianne Smith, School Board Representative for the Clover Hill District, holds informational meetings for the BEA each 3rd Wednesday at CHHS. The next meeting will be March 20 at 9:30 a.m. Contact Monika Fitzgerald (FitzgeraldD@comcast.net) for meeting information and to join the BEA.

Meetings: The Chairman met with Community Manager Bailey, Assistant Community Manager Al Raimo, and Director Joan O'Hanley to discuss methods for improving covenant compliance and the possibility of initiating a program for leaf pick-up. Manager Bailey suggested a creative plan for improving covenant compliance that will be unveiled in the spring.

The Chairman met with the BCA Certified Arborist, Kate Tuttle, to discuss the tree management program and ideas for future improvements to our landscape. The chairman also studied areas with the CCC's Master Gardner, Rubie Gatlin, that show potential for future landscape projects.

The CCC will work with Jennifer Strader and the Activities Committee on a home and yard improvement seminar to be presented by CCC member Diana Ragsdale and Kate Tuttle. The BCA list of vendors will be available for the residents. This seminar is tentatively planned for early fall.

Respectfully submitted for
The Community Character Committee
by Dianne Cardea, Chairman



Brandermill Community Association

3001 East Boundary Terrace
Midlothian, VA 23112
(804) 744-1035

March 15, 2013

John Doe
123 Not A Street
Midlothian, VA 23112

Dear Brandermill Community Association Member:

Enclosed you will find the following:

1. Official Notice of the Brandermill Community Association, Inc. Annual Meeting.
2. A proxy/ballot to be used for voting for the candidates of your choice and one referendum.
3. A biographical sketch of each declared candidate. Please read all sides of the booklet.
4. A blue pre-addressed envelope for your use in returning your proxy/ballot.

The Annual Meeting will be convened at 7 p.m., on Monday, April 15, 2013, at Brandermill Woods, 14311 Brandermill Woods Trail.

Please complete the enclosed proxy/ballot and return it in one of the following ways:

- Mail to Brandermill Community Association, Inc., in the enclosed envelope so that it is received no later than 5 p.m., Monday, April 15, 2013.
- Deliver the sealed envelope to the BCA office no later than 5 p.m., Monday, April 15, 2013.
- Or, bring your proxy/ballot in the sealed envelope to the Annual Meeting at 7 p.m., Monday, April 15, 2013 at Brandermill Woods. The polls will be closed during the meeting and no proxy/ballots will be accepted after that time.

Whether or not you plan to attend the Annual Meeting, you are requested to complete, sign, and forward your proxy/ballot in order to obtain quorum required for a valid meeting under the Brandermill Community Association Bylaws, Article II, Section 5, page 3. I hope you will make every effort to attend.

Sincerely,

Dick Guthrie, President
BCA Board of Directors

DG/jb

Enc.



BRANDERMILL COMMUNITY ASSOCIATION
Proxy/Ballot for Annual Meeting of the Members
Monday, April 15, 2013

This proxy/ballot **MUST BE SIGNED**. Only one person needs to sign the proxy/ballot. The number of votes to which you are entitled has been calculated for you based on the property or properties you owned as of March 11, 2013.

Maximum Votes per Candidate: 4, Total Votes: 12

There are three director positions to be filled. The three candidates receiving the highest number of votes will each serve three-year terms. You may spread your 12 votes among more than three candidates. **However, NO ONE CANDIDATE MAY RECEIVE MORE THAN 4 VOTES.** Please enter the **NUMBER** of votes you wish to cast for the candidates below. Use **ONLY NUMBERS** for candidate votes. Do **NOT** use **CHECK MARKS** or **X MARKS**.

_____ Donald E. Blom _____ Thomas D. Leonard _____ Robert J. Malek

_____ Robert A. Strickland _____ Brett A. Vassey

_____ Write-in _____

_____ Write-in _____

REFERENDUM 1 - Requires a 75% majority vote to pass

Approval of this resolution (a yes vote) is needed to prevent being taxed by the IRS on any surplus revenue. The IRS has ruled that any surplus revenue is taxable unless it is applied against the subsequent year's revenue. **If this referendum is not approved, the BCA may be subject to paying additional taxes with members' assessments.**

____ Yes ____ No *To approve the deferral of any excess revenue to be applied against the subsequent tax year member assessment as provided by Internal Revenue Service (IRS) Ruling 70-604."* Resolved that any operating revenue over operating expenses for the year ending December 31, 2013 shall be applied against the subsequent tax year member assessment as provided by IRS Ruling 70-604."

Signature: _____ Date: _____

Proxy ballot **MUST BE SIGNED**. The above signed hereby appoints the Secretary of the Board of Directors proxy for the above signed to vote in the manner indicated above at the meeting of Brandermill Community Association, Inc., on Monday, April 15, 2013 at 7 p.m. at Brandermill Woods and any adjournment of such meeting hereby revokes any proxy heretofore given. Please mail the proxy/ballot in the envelope provided or deliver to Brandermill Community Association, Inc. 3001 E. Boundary Terrace, Midlothian, VA 23112, no later than 5 p.m. on April 15, 2013. Polls will close during the Annual Meeting on April 15, 2013.

Property ID: 00000
123 Not A Street - Owner





BRANDERMILL
A Waterfront Community

RES-1-2013

WHEREAS the Brandermill Community Association is a large-scale homeowners association consisting of 3,800 lots and represents a population of approximately 13,000 in Chesterfield County, Virginia; and

WHEREAS the Brandermill Community Association remains committed to speak out on issues of importance to our membership with regard to actions that are believed to have an impact on the community; and

WHEREAS the owner of the Skinquarter Landfill seeks approval for allowing the landfill to receive and store fly ash and auto recycling waste; and

WHEREAS many questions remain unanswered about the impact these new materials will have on the environment; and

WHEREAS the impact on traffic along Hull Street, as well as other roads, has not fully been determined and that a VDOT study of this question will not be complete until later this year of 2013; and

WHEREAS the residents of Brandermill remain steadfast stewards of the health of the Swift Creek Reservoir and are concerned about the impact that such additions to the landfill may have on the water supply for Brandermill and all of our neighboring communities as well; and

WHEREAS the addition of such material may have a detrimental long-term effect on property values within Brandermill and the greater Chesterfield community:

THEREFORE BE IT RESOLVED, that the Board of Directors of the Brandermill Community Association, Inc. hereby formally opposes the zoning amendment request before the Chesterfield Planning Commission regarding the Skinquarter Landfill.

President Dick Guthrie

Date