

Bull Run Mountain Civic Association

Board of Directors

Minutes for August 10, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Monday, August 10, 2015, at 7 p.m. at the clubhouse. Six directors were present at the call to order: Deborah Buckingham, Eric Davies, James (Jim) Price, Paul Scheingold, Jane Sudol, and Josh Weinstein. Absent was Alan Bratburd, who gave his proxy to Paul; Glenn Cruickshank, who gave his proxy to Deborah; and Matthew (Matt) Roth, who gave his proxy to Josh. Community members Trinka Kensill and Dan Stapleton attended.

Action Items

Minutes

Josh moved that the amended minutes from the board's regular meeting on July 15 be accepted, Eric seconded, and the motion carried unanimously (9 in favor, including 3 proxies).

Reports

Nominating Committee

Josh reviewed the three seats up for election next month (Deborah, Glenn, and Alan, who is stepping down) and welcomed the candidacies of two community members (Trinka and Dan). Board members prepared the election and Firewise mailing as the meeting proceeded.

Finance Committee

Deborah as treasurer said the checking account is currently showing \$24,800 to cover the estimated costs of printing the Annual Meeting mailing (\$750), surveyors work on the clubhouse grounds (\$4,700), soil engineer's perk test (\$950), and urgently needed septic system repairs.

Firewise Committee

Jim as point of contact (POC) solicited volunteers to help set up the clubhouse for the Firewise meeting and barbecue next month. He said printing had been completed for about 590 letters. Jim noted that residents are being asked to respond by the end of September to participate in the first brush removal and chipping this season.

Clubhouse Committee

Josh said co-chair Michelle Cruickshank will check on an inquiry about holding a craft show at the clubhouse, and noted that rentals and advertising are awaiting completion of work on the

septic system. Board members reviewed procedures and permits needed on the system design and consolidating deeds for two lots on the clubhouse grounds. Eric said the survey cost includes the upper lots to Youngs Drive, anticipating an expanded parking lot. He also recommended seeking volunteers for grounds maintenance until regular rentals can be established; Josh and Paul volunteered their time and equipment.

Public Concerns

Roads Committee

Josh said he is asking the county attorney for a decision on having Prince William County pay for extending the easement agreement for the guardrail project. He said he would check with the county Public Works representative on the status of anticipated fall resurfacing. The representative is due to meet with Jim this week to review road surface damage on Duffey's steep slopes and turns from excessive loose gravel. Jane cautioned that new potholes are appearing on Lookout at Sumney and on Sumney near Youngs.

Logmill upgrade

Dan reviewed the delay in the county's start of the upgrade to Logmill Road, resulting in the road's closure and limited access to the community for at least 3 months while school is in session, and potentially lasting nearly a year.

Autumn Family Festival

Trinka and Deborah discussed the events, flyer, and ongoing planning they are conducting with clubhouse co-chair Michelle for an Autumn Family Festival this fall. Josh said he would contact local Boy Scout troops to volunteer for staffing the various activities and games.

Adjournment

The next board meeting was scheduled as the Annual Meeting on Saturday, September 12, 2015, at 11 a.m. in the clubhouse.

Bull Run Mountain Civic Association

Board of Directors

Minutes for July 15, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Wednesday, July 15, 2015, at 8 p.m. at the clubhouse. Eight directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, Eric Davies, James (Jim) Price, Paul Scheingold, Jane Sudol, and Josh Weinstein. Absent was Matthew (Matt) Roth; Deborah left early. Community member and clubhouse co-chair Michelle Cruickshank attended.

Action Items

Minutes

Josh moved that the minutes from the board's regular meeting on June 17 be accepted, Alan seconded, and the motion carried unanimously (7 in favor).

Reports

Firewise Committee

Jim as point of contact (POC) said he and Alan would write the annual Firewise newsletter, Josh said he would write a president's note, and Josh further suggested a roads report, a piece on the annual election (Glenn), and a clubhouse article (Michelle). Josh and Glenn said that ballots for the Annual Meeting should be in the mail by August 10 for the September 12 election. By consensus, the board agreed to meet earlier in August, at 7 p.m. Monday, August 10, to also prepare the mailing. Jim said the Firewise annual meeting could be held at noon Saturday, September 12, to coincide with the Annual Meeting. He said he would print the newsletter by the end of July.

Jim reviewed the scope of this year's anticipated Firewise grant, noting that funds must be obligated within two months, and that it would expire in July 2016 and cover brush removal and chipping. He said the state program's representative Gina Williams also suggested using the funds for roadside trimming. Jim proposed having residents sign up by September 29 and prepare their brush piles by the second week in October for pickup in mid-October.

Finance Committee

Glenn gave the treasurer's report for Deborah, showing 81 members, \$97,297 in the investment account, and \$16,021 in the checking account as of June 30 to cover the new flooring in the clubhouse and backhoe work on the septic system. Eric said that upon inspection, the septic

system may be able to be repaired and reconnected with several trees taken down, but he recommended transferring up to \$20,000 to the checking account to cover the work. Glenn said any funds transferred but not used for the septic field could pay for advertising the clubhouse for rent.

Clubhouse Committee

Michelle as co-chair recommended holding off on rentals until the septic system is repaired. She discussed potential rental fees based on a review of nearby meeting space rentals, suggesting that BRMCA members receive a 30% discount. Glenn noted that potential rental fees would be competitive for the area and about 25% less than those collected by Evergreen Volunteer Fire Department. He and other board members suggested advertising in the Bull Run Observer and on local church and grocery store bulletin boards.

Michelle said she would obtain an estimate for creating a 50-space parking lot, and advised improving the drainage around the clubhouse with gutters and grading. Eric volunteered to help with rentals and winterizing. Michelle said the fireplace is not usable because the damper has no lock; co-chair Paul said leaks are now caused by flashing but cracks in the chimney will freeze and widen over the winter. Michelle said she would take pictures and obtain prices for repair. She further advised removing the ductwork of the old furnace to open up closet space. Glenn noted that two clubhouse signs are available to be mounted.

Public Concerns

Roads Committee

Josh said he would follow up on extending the easement agreement for the guardrail project. He said he would contact the county Public Works representative to inspect recent road repairs that left an excessive amount of loose gravel on several mountain roads. He noted that more road repairs can be done this fall with new fiscal funding.

Director's Concerns

Josh said he has had no response to an e-mail he had sent out soliciting candidates for election to the board of directors, and he encouraged board members to renew their efforts to elicit interest.

Adjournment

The next board meeting was set for Monday, August 10, 2015, at 7:00 p.m. in the clubhouse.

Bull Run Mountain Civic Association

Board of Directors

Minutes for June 17, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Wednesday, June 17, 2015, at 8 p.m. at the clubhouse. Six directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, Eric Davies, Paul Scheingold, and Jane Sudol. James (Jim) Price arrived late. Absent were Matthew (Matt) Roth, who gave his proxy to Josh, and Josh Weinstein, who gave his proxy to Alan. Alan conducted the meeting as vice president. One community member attended.

Action Items

Minutes

Eric moved that the minutes from the board's regular meeting on May 20 be accepted, Glenn seconded, and the motion carried unanimously (6+1 proxy in favor). (Jim arrives)

Reports

Nominating Committee

Jane confirmed that Alan, Deborah, and Glenn would be up for re-election in September. Alan said he would be stepping down from the board to take a break after 9 years of service. Board members discussed approaching a number of candidates and neighbors about running for election this year.

Firewise Committee

Jim as point of contact (POC) said he and Alan would write the annual Firewise newsletter that could be mailed with election ballots this summer. Jim reviewed brush clearing projects that would be covered by the anticipated state Firewise grant that may approach \$15,000 and would likely need to be completed by August 15, 2016. He said he would approach the Evergreen Volunteer Fire Department to renew interest in chain-sawing dead trees. Board members discussed the evacuation plan developed under the Firewise program, and Jim said he would research ownership near the water tank to determine the feasibility of emergency access between Lookout and Summit.

Finance Committee

Deborah gave the treasurer's report showing 80 members and about \$6,000 in the checking account as of the end of May, in part reflecting the solid waste fee, insurance payment, and funds

to cover the new clubhouse door, windows, and toilet. Board members discussed the costly possibility of having to replace the septic field at the clubhouse, and community member and clubhouse co-chairman Michelle Cruickshank raised the feasibility of using BRMCA land as a funding source if necessary. Jim as Firewise POC cautioned against jeopardizing access to the fire pond in an emergency.

Clubhouse Committee

Eric led the board discussion in a detailed review of the septic tank and field with Paul, POC, and co-chair Michelle. It was agreed to pursue a survey and then a design if necessary. Board members concurred that other anticipated clubhouse renovations would be on hold pending results from the septic field survey.

Public Concerns

Roads Committee

Board members discussed the proposed guardrail project that is awaiting county involvement and the recent road maintenance on Tiffany, Quaker, Duffy, and Warburton. Glenn noted that the county is working its way through 2015 funds before the start of the new fiscal year July 1. Paul noted the most recent plans for workarounds once Logmill is closed for planned reconstruction by VDOT as soon as August.

Director's Concerns

Deborah thanked Eric for mowing the clubhouse grounds and received the board's permission to apply an environmentally safe spray for insects on the grounds for an upcoming event.

Adjournment

The next board meeting was set for Wednesday, July 15, 2015, at 8:00 p.m. in the clubhouse.

Bull Run Mountain Civic Association

Board of Directors

Minutes for May 20, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Wednesday, May 20, 2015, at 8 p.m. at the clubhouse. Seven directors were present at the call to order: Deborah Buckingham, Glenn Cruickshank, Eric Davies, James (Jim) Price, Paul Scheingold, Jane Sudol, and Josh Weinstein. Absent were Alan Bratburd and Matthew (Matt) Roth. Four community members attended.

Action Items

Minutes

Glenn moved that the minutes from the board's regular meeting on April 19 be accepted, Jim seconded, and the motion carried unanimously (7 in favor).

Committee Charter

Deborah moved to accept the Bull Run Mountain Roads Committee charter with the wording of "property owner" and spelling corrections. Glenn seconded, and the motion was passed unanimously (7 in favor).

Reports

Finance Committee

Deborah gave the treasurer's report showing 80 members and \$8,035 in the checking account as of April 30, in part reflecting payments to replace old and cracked windows and a vandalized back door in the clubhouse. Deborah noted that a chimney sweep is scheduled to check the leaking chimney next week and provide a cost estimate.

Firewise Committee

Jim as point of contact (POC) said BRMCA is among the top 28 communities in the state for Firewise funds and eligible for a higher grant. He said he will seek a 20% increase in funding to cover projects such as last year's popular brush chipping. He discussed with board members the logistics of enhancing the flyer for the annual Firewise meeting and mailing it in early summer.

Clubhouse Committee

Paul, POC, and co-chair Michelle Cruickshank reviewed the urgent need to clean the clubhouse septic tank. Board members reviewed upgrade projects of relatively low cost, including

handicapped-accessible bathrooms and toilets, more roof insulation, and marking a few trees to come down to expand the parking lot. The HVAC system has passed county inspection. Eric suggested a community garden as a possibility on one side of the clubhouse.

Public Concerns

Roads Committee

Board members reviewed the proposed workings of an expanded Roads Committee that would make recommendations to the Board of Directors, noting that maintaining a quorum has historically been the largest challenge. Committee members would have 1-year terms starting January 1, with a goal of having at least five volunteers by that time. Paul recommended changing the requirement for committee members to be property owners instead of residents, which the board approved in accepting the committee charter (see Action Items).

Josh said the county is overdue to address maintenance items such as resurfacing and culvert cleaning, which was expected to be addressed in early May. He said he would follow up with the county Public Works representative on both the road maintenance and funding the cost of updating the easement form for the guardrail project.

Director's Concerns

Glenn reminded the board that a Nominating Committee should be set up in June for the September board elections. Deborah said she is not running but would like to continue as a communications representative; Paul said he may be moving this fall.

Community member Dan Stapleton complimented the board on the needed improvements to the clubhouse, but cautioned members to protect the trust fund. Eric said the board's goal is to continue building the fund up from previous levels.

Adjournment

The next board meeting was set for Wednesday, June 17, 2015, at 8:00 p.m. in the clubhouse.

Bull Run Mountain Civic Association

Board of Directors

Minutes for April 19, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Sunday, April 19, 2015, at 12 noon at the clubhouse. Six directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Eric Davies, James (Jim) Price, Jane Sudol, and Josh Weinstein; Matthew (Matt) Roth arrived shortly afterward. Absent were Glenn Cruickshank (proxy given to Josh) and Paul Scheingold (proxy given to Alan).

Action Items

Minutes

Alan moved that the minutes from the board's regular meeting on March 22 be accepted, Jim seconded, and the motion carried unanimously (8 in favor).

Alan moved that the "Draft Predecisional Bull Run Mountain Roads Committee charter" be placed on the BRMCA website to make it public for community review and comment. Josh seconded and the motion was passed unanimously (8 in favor).

Josh moved that as of May 2015, the BRMCA's regular monthly meetings would be moved to the third Wednesday of the month at 8:00 p.m. Jane seconded, and the motion carried unanimously (9 in favor).

Reports

Finance Committee

Deborah gave the treasurer's report showing \$5,052 in the checking account as of March 31, in part reflecting payments for a range hood and paint to continue refurbishing the clubhouse for future rentals, as well as attorney fees concerning the county's proposal to restructure the Roads Committee beyond the existing agreement. (Matt arrives.) Deborah noted that insurance payments will be due in June. Josh said action is still needed to update officer names on the bank accounts.

Firewise Committee

Jim as point of contact (POC) said he is still awaiting a response from the state Firewise program on how much funding is available this year for grant money to cover projects such as last year's popular brush chipping, although he said more funds may be available this year.

Clubhouse Committee

Josh said that he would pursue the permit status for the new HVAC system and roof, and follow up with Paul on checking the septic system. Deborah said the new back door and windows are on order. Following a general discussion on improving acoustics in the building, Matt offered to find examples of acoustic panels, and Glenn and Eric would propose flooring alternatives at next month's meeting. Board members toured the side yards to a) select the trees to be removed to enlarge the parking area on one side of the clubhouse, and b) decide on landscaping and concrete steps at the side door to encourage use of a picnic area on the opposite side. Josh said he would also investigate the cost of possibly renovating the basketball court behind the parking lot, and Matt said he would map out the parking lot to determine the number of new parking spaces.

Public Concerns

Roads Committee

Josh and Matt said there has been no response from the county on the pending list of submitted road improvements, the longstanding guardrail project, or upgrading the patch material for potholes. Josh said he would reach out to the county representative once again for updates on the county budget for this year and plans for resurfacing.

Director's Concerns

To better accommodate board members' schedules and encourage community participation, board members discussed switching the regular monthly meetings to a weekday instead of the weekend. The consensus was to move the monthly board meetings to Wednesday evenings (see Action Items).

Adjournment

The next board meeting was set for Wednesday, May 20, 2015, at 8:00 p.m. in the clubhouse.

Bull Run Mountain Civic Association

Board of Directors

Minutes for March 22, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Sunday, March 22, 2015, at 12 noon at the clubhouse. Seven directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, Eric Davies, James (Jim) Price, Paul Scheingold, and Jane Sudol. Absent were Matthew (Matt) Roth and Josh Weinstein (proxy given to Alan). Community members Judy Broyles and Michelle Cruickshank attended.

Action Items

Minutes

Glenn moved that the minutes from the board's regular meeting on January 18 be accepted, Jim seconded, and the motion carried unanimously (8 in favor).

Eric moved that the minutes from the board's last regular meeting, delayed to March 1 due to weather conditions, be accepted, Jim seconded, and the motion carried unanimously (8 in favor).

Reports

Finance Committee

Deborah gave the treasurer's report showing \$9,353 in the checking account as of February 27, reflecting funds from the brokerage account to continue refurbishing the clubhouse for future rentals. Deborah said the civic association now has 73 paid members. Board members noted that the names on the bank account need to be updated to reflect the last election.

Firewise Committee

Jim as point of contact (POC) said he is awaiting a response from the state Firewise program on how much funding is available this year for grant money to cover projects, including brush chipping and tree removal.

Clubhouse Committee

Paul (chairman) reviewed recent progress on clubhouse renovation projects to encourage rentals. Board members agreed that replacing the rear door tops the priority list due to a recent attempted

break-in, as well as replacing cracked windows, for which Deborah has been obtaining bids. Adding emergency lighting and hardwired smoke detectors are needed safety measures, and widening the bathroom door and adding grab bars would comply with federal regulations on accessibility for the disabled. Glenn recommended redoing the very old flooring, and community member Judy Broyles offered prices and samples of porcelain tile and laminate. Paul and Alan said they would price out replacement doors, and Glenn said he would work up a priority list of renovations for review. Deborah and Eric discussed eventually advertising the clubhouse for rental on the Web. Paul opened discussion on upgrading the parking lot, and Alan recommended obtaining bids on grading and graveling. Glenn advocated restricting parking, and board members agreed to signage barring commercial vehicles. Paul said he would follow up on the septic tank cleaning.

Roads Committee

Glenn said the county's proposal for expanding the Roads Committee has not moved ahead due to a new county attorney being appointed. Alan noted that the county Public Works changed the local POC from BRMCA to Service District designee in the contract for the road contractor. No feedback has been received yet on the budget for road projects this year that the board has submitted to the county. Glenn said the county is working on the budget now, and noted that the board requested setting the service levy lower than last year. On specific road issues, Jane said a new break in the chip coat at the bottom of Sumney near Youngs is widening and deepening. Jim said built-up gravel applied during ice storms is now causing skidding on turns and intersections, and board members advised alerting Matt to ask the county about cleanup.

Public Concerns

Judy Broyles commended the board for its transparency on road projects but urged guidelines to be written for a potentially separate roads committee, focusing on encroachment and number of board members. The board responded that surveys are being required if road work goes beyond the right of way, and a draft charter is being worked up if a new advisory roads committee is established in accordance with the existing Road Agreement with the county. Glenn noted that the current Roads Committee has no limit on membership and no prohibition on who can serve. He said he would circulate the draft for board comment, and the board said it would post an appeal for participation on the committee.

Adjournment

The next board meeting was set for Sunday, April 19, 2015, at 12 noon in the clubhouse.

Bull Run Mountain Civic Association

Board of Directors

Minutes for March 2, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular monthly meeting Sunday, March 1, 2015, at 11:30 am in the association clubhouse. This meeting was postponed one week because of weather. Members were present: Josh Weinstein, Deborah Buckingham, Matt Roth, Eric Davies Alan Bratburd, and Glenn Cruickshank. Jim was absent, Jane gave her proxy to Deborah; Paul gave his proxy to Alan. Guest included Judy Broyles, Nick Sunday, Terri Huntley and Michelle Cruickshank.

Action Items

Minutes Approval of minutes from the previous meeting was postponed to the following meeting

Public Concerns

Road Issues. Nick Sunday discussed problems at his address at 2906 Martin Terrace, including cars sitting at the community mailbox and shining headlines into his house while they read their mail, throwing unwanted mail on the ground, and speeding on Rogers and Martin Terrace and Tiffany Lane. Alan moved that the BRMCA would have no objection to Mr. Sunday's offer to move the community mailbox to a new location on the BRMCA right-of-way near the intersection with Rogers, as long as he coordinated the move with the neighbors who used it. Glenn seconded and motion was approved.

Work Meeting

Treasurer's report. Deborah reported that we now have 72 paid members so far this year, and that this was recent record at this time in the year. She will work with Josh to send out a reminder notice to those past members who haven't paid yet.

Clubhouse: The board discussed the maintenance work being done on the clubhouse. Deborah reviewed bids for new windows for the clubhouse. Deborah moved, and Eric seconded that the board approve a purchase of \$4,775 from Best Windows for new windows. After discussion, the motion was tabled until the next meeting so that Deborah can find out some additional information about the warranty. She also reported information that she had gathered about replacing, or adding additional insulation into the attic. One vendor said it would cost \$5,763 to

remove and replace the insulation or \$2,700 just to add more. The board discussed replacing the floor as well. Michelle Cruickshank will get some bids for replacing the floor.

We have a rental on 21 March for a birthday party. The work crew was going to continue to finish the painting after the meeting.

Road Committee. The board reviewed the proposed FY2016 roads recommendation that Glenn prepared (attached). The committee asked for additional language that addresses the board's desire, now that the roads will be all resurfaced after the road plans are completed, that we can move back to a more regular cycle of chip coat maintenance, with the goal of lowering the service levy. The committee also asked that the plan be amended to include two speed bumps requested by Nick Sunday to be added at the intersections of Tiffany, Rogers and Martin Terrace. Roads POC Matt motioned that we approve the recommendation, Deborah seconded and the committee unanimously approved the plan.

The committee also discussed recent snow plowing efforts, and commented that the BRMCA has been receiving numerous communications from residents about their satisfaction with the snow maintenance.

Matt and Glenn reported the progress that our attorney has had in discussions with the county attorney over proposed changes to the Roads Committee membership. Judy said she has been talking to a number of mountain residents about service on the roads committee, and she was encouraged to invite them to the next meeting.

Reports

The board discussed the Road Committee plan. Matt moved and Glenn seconded that with the changes recommended to the plan by the committee, that it be accepted by the BRMCA Board of Directors and sent forward to the Service District and Prince William County Board of Supervisors. The motion passed unanimously, and Matt will send it forward.

Directors' Concerns and Issues

There were no director's concerns.

Adjournment

The next board meeting was set for Sunday, March 22 at noon, at the clubhouse. Josh adjourned the meeting.

Bull Run Mountain Civic Association

Board of Directors

Minutes for January 18, 2015

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Sunday, January 18, 2015, at 11:30 a.m. at the clubhouse. Nine directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, Eric Davies, James (Jim) Price, Matthew (Matt) Roth, Paul Scheingold, Jane Sudol, and Josh Weinstein. Community members Judy Broyles and Michelle Cruickshank attended.

Action Items

Minutes

Matt moved that the minutes from the board's last regular meeting on December 14, 2014, be accepted, Jim seconded, and the motion carried unanimously (9 in favor).

Reports

Finance Committee

Deborah gave the treasurer's report showing \$1,595 in the checking account as of December 31, reflecting insurance and county tax payments and a jump in the electric bill to \$115. Glenn suggested turning back the thermostat to 50 degrees when the clubhouse is not in use. Deborah also said the BRMCA newsletter is ready to e-mail. Glenn said the State Corporation Commission filing has been submitted. Josh said he would check the feasibility of having a community business board online and what fee structure might be reasonable.

Firewise Committee

Jim as point of contact (POC) said he expects to hear around March how much funding is available for Firewise grant money to cover projects, noting that the state funds the program annually.

Clubhouse Committee

Paul (chairman) said two recent rentals went well, and that he and Eric were able to remove the construction trash dumped at the gravel storage area. He said the county inspector is still dissatisfied with the roof work, but the problem remains unclear; Alan said he would try to arrange an on-site meeting with the inspector and a board member to detail the problem. Glenn

said the fluorescent lights and ballasts have been replaced and noted that repairs are needed to the ceiling and floor tiles. After further discussion, board members agreed that the priority is upgrading the kitchen with open shelving and a new sink. Josh recruited several volunteers to work on removing the cabinets next Sunday (January 25), and Alan said he would order the sink for an estimated \$700.

Roads Committee

Josh (president) said that in response to his inquiry, county staff said Supervisor Candland's proposal for a separate county roads committee is not scheduled to come before the county Board of Supervisors for a vote at the January 20 meeting, and that the matter is instead in the county attorney's hands. Matt (POC) e-mailed and called the county Public Works representative for county budget information, but has no answer yet on what funding is available for road maintenance this calendar year, including chip coating, culvert replacement, sinkhole repair, and guardrail installation. With ice buildup forecast in the coming week, board members reviewed the county contractor's operation, including the capability of pretreating the roads with sand and salt. Josh noted that the county plans to switch to a milder salt for the chip-coated roads.

Director's concerns

Board members agreed to provide an online link to the Coalition to Protect Prince William County's website for information on the controversy over Dominion Power's proposed location for new transmission lines.

Eric said he would purchase half a dozen poles and flags to mark stumps in the gravel parking lot, and Paul agreed to help install them.

Public Concerns

Michelle Cruickshank recommended having the clubhouse septic tank cleaned in preparation for school-related rentals.

To counter the proposed county roads committee, Judy Broyles recommended an extensive plan that would reorganize the Roads Committee as separate from the board, with voting rights on road recommendations. Board members agreed to review the proposal for further discussion next month.

Adjournment

The next board meeting was set for Sunday, February 22, 2015, at 11:30 a.m. in the clubhouse. Josh adjourned the meeting.

Bull Run Mountain Civic Association

Board of Directors

Minutes for December 14, 2014

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Sunday, December 14, 2014, at 11:30 a.m. at the clubhouse. Six directors were present at the call to order: Deborah Buckingham, Glenn Cruickshank, Eric Davies, Paul Scheingold, Jane Sudol, and Josh Weinstein. Alan Bratburd and Matthew (Matt) Roth arrived shortly afterward. James (Jim) Price was absent but gave his proxy to Jane.

Action Items

Minutes

Paul moved that the minutes from the board's last regular meeting on November 16 be accepted, Glenn seconded, and the motion carried unanimously (5 in favor plus 1 proxy).

Reports

Finance Committee

The treasurer's report from Deborah showed credits to the checking account of \$294, including a \$260 clubhouse rental/cleaning deposit, and debits of \$1,144, which include a \$500 payment for clubhouse fireplace flashing and \$275 for a Freedom of Information Act request for documents from the county. Deborah volunteered to be the registered agent for the board. (Alan arrives.)

Firewise Committee

Alan, who is assisting Jim (point of contact), said BRMCA's membership in the state Firewise program has been renewed for a year, and projects are on hiatus until 2015.

Clubhouse Committee

Paul (chairman) reviewed upcoming rentals and noted that a computer glitch blocking notice of rental inquiries has been detected and fixed by the webmaster. Deborah noted that an updated rental agreement has been posted online. Paul said that despite recent roof flashing work, the work did not pass inspection because of an undetected V-shaped groove at the vent stacks; the repair cost an additional \$50. (Matt arrives.) Glenn volunteered to contact former board member Tim Havrilla to inquire about the HVAC inspection. Paul also said he found oil residue coating the walls of the small room that had housed the furnace, which will be cleaned. Eric and Alan

said they would check the kitchen's pipe connections for a new sink. Matt offered to purchase poles and flags to mark stumps in the gravel parking lot. Eric volunteered to help remove trash dumped from a house renovation in the county contractor's gravel storage area.

Roads Committee

Josh (president) said that in response to his inquiry, county staff said Supervisor Candland's proposal for a separate county roads committee is expected to come before the county Board of Supervisors for a vote by mid-January. Following up on referrals, Josh and Glenn met with attorney Mark Moorstein of Gainesville. He reviewed the BRMCA's Roads Agreement and amendment with the county and the 2008 letter which the county only recently interpreted as having abolished the Roads Committee, despite the board's having absorbed the committee's duties due to nonparticipation and continuing to carry them out over the past 5 years. Glenn said the attorney would send a letter to the county attorney this week.

(The board met in Executive Session.)

Director's concerns

Glenn, with Josh, offered to remove the existing kitchen cabinets, paint, and replace the light fixtures in the clubhouse.

Josh noted that VDOT's work on safety improvements to Logmill Road is starting, and that all of Mountain Road has been paved for use as alternate access. He said he would contact Evergreen Fire Department to review the additional response time for emergency vehicles.

Paul offered to buy the 575 stamps to mail the annual newsletter that directors helped prepare during the meeting.

Adjournment

The next board meeting was set for Sunday, January 18, 2015, at 11:30 a.m. in the clubhouse. Josh adjourned the meeting.

Bull Run Mountain Civic Association

Board of Directors

Minutes for November 16, 2014

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Sunday, November 16, 2014, at 11:30 a.m. at the clubhouse. Six directors were present at the call to order: Deborah Buckingham, Glenn Cruickshank, Matthew (Matt) Roth, Paul Scheingold, Jane Sudol, and Josh Weinstein. Alan Bratburd and James (Jim) Price arrived shortly afterward; Tim Havrilla was absent. Community member Eric Davies attended.

Action Items

Minutes

Glenn moved that the minutes from the board's last regular meeting on October 19 be accepted, Josh seconded, and the motion carried unanimously (6 in favor).

Board vacancy

- Board members accepted Tim Havrilla's resignation with regret, and with great appreciation for his expertise in recommending the new cost-efficient HVAC system for the clubhouse and helping to install it.
- Glenn nominated resident Eric Davies to fill the 3-year term of Tim Havrilla, Alan seconded the nomination, and the motion carried unanimously (8 in favor).

Reports

Roads Committee

Josh (president) opened discussion on restructuring the components of the board meeting to gain more community input to Roads Committee discussions. Alan suggested moving other committee reports, which are usually shorter, to the start of the meeting, and then opening the public portion with the Roads Committee report and discussion. The board concurred.

As part of the board's response to Supervisor Candland's proposal to set up a separate county roads committee, which would violate the BRMCA Roads Agreement with the county:

- Glenn said the county provided 700 pages in response to the board's Freedom of Information request for correspondence citing the roads or BRMCA over the past year, at a cost of \$250. He said most of the exchanges concerned icing following a January 4 storm and involved complaints from a handful of households.

- The BRMCA website is being updated with a comments page and postings of letters for and against the county roads committee plan; a description of the board's position as the legal owner of the roads and its continuous working relationship with the county Public Works Department; a frequently asked questions page that includes a link to the "Bull Run Service District Road Maintenance Agreement" with the county; and a link to sign the petition opposing the county committee plan. Board meeting minutes and road maintenance worksheets will also be posted online.
- A new Web page is being developed outlining the steps that are taken during a snow or ice event to activate plowing or other treatment of the roads. This page will highlight a new phone number and e-mail address that mountain residents are encouraged to use to report conditions at their location.
- Signs have been printed for posting on Sumney, Gore, Nelson, and Ridge at the clubhouse alerting residents to the open forum at the BRMCA website.

Board members further discussed drafting a letter to the county's Board of Supervisors detailing the reasons why the board disagrees with the county committee plan and recommendations for alternatives. Josh asked Matt to contact the county public works representative and contractor for an update on outstanding maintenance issues such as gravel barrels and salt supply.

Firewise Committee

Jim (Firewise point of contact) said BRMCA membership in the state Firewise program has been renewed, and he expects a similar amount of grant money to be available next spring.

Clubhouse Committee

Paul (chairman) discussed recent rentals and county inspections of roof and heating system work. Alan opened discussion of plans to update the kitchen and ceiling with newer equipment and lighting. Board members agreed to flag stumps in the parking area for the winter and postponed plans for tree removal and stump grinding until the spring under a possible Firewise grant. Alan suggested installing Wi-Fi as a membership benefit but noted its \$100 monthly cost.

Finance Committee

Deborah (treasurer) said the checking account balance of \$3,939 as of October 31 reflects the payment of \$10,000 for the HVAC installation. The investment account is at \$128,727.

Website

The board agreed to remove the members-only page and create a section for advertisers.

Adjournment

Due to the holiday, the next board meeting was moved up to Sunday, December 14, 2014, at 11:30 a.m. in the clubhouse. Josh adjourned the meeting.

Bull Run Mountain Civic Association

Board of Directors

Minutes for October 19, 2014

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) had its regular meeting on Sunday, October 19, 2014, at 11:30 a.m. at the clubhouse. Seven directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, Matthew (Matt) Roth, Paul Scheingold, Jane Sudol, and Josh Weinstein. James (Jim) Price arrived late; Tim Havrilla was absent. Community member Michelle Cruickshank attended.

Action Items

Minutes

Alan moved that the minutes from the board's last regular meeting on September 21 be accepted, Matt seconded, and the motion carried unanimously (7 in favor).

Election of officers, 2014–2015

<u>President</u>	Josh Weinstein	Glenn nominated, Matt seconded (unanimous, 7)
<u>Vice president</u>	Alan Bratburd	Deborah nominated, Paul seconded (unanimous, 7)
<u>Treasurer</u>	Deborah Buckingham	Josh nominated, Jane seconded (unanimous, 7)
<u>Secretary</u>	Jane Sudol	Josh nominated, Alan seconded (unanimous, 7)

Committee chairmen, 2013–2014

<i>Clubhouse</i>	Paul Scheingold — Volunteer sought to assist with rentals/publicity
<i>Roads</i>	Matt Roth — Josh to assist with mapping
<i>Communications</i>	Deborah Buckingham
<i>Firewise</i>	Jim Price — Alan volunteered to assist

Reports

Roads Committee

Josh (president) said aides to county Supervisor Candland asked to meet with available board members October 27 at 6:30 p.m. to continue discussions on Candland's proposal to set up a separate county roads committee. (Jim arrives.) Josh said the petition opposing the move had 49 property owner signatures so far. Board members discussed how best to publicize the costs involved in Candland's proposal and the benefits of the current arrangement, which is based on the longstanding BRMCA Roads Agreement with the county. The board agreed to list on the website and post on road signs the e-mail address and phone number for residents to report road conditions, to better solicit broad-based responses from throughout the mountain community. Directors noted that time is being lost on addressing the board's recent requests to chip-coat certain roads and seek bids for safety-related guardrails.

Firewise Committee

Alan said the entire Firewise grant was spent on the recent fall cleanup and brush chipping. Jim thanked Alan for his excellent work organizing the event in his absence. Jim (chairman) requested a listing of time spent on the cleanup for reporting to the state program, and said he plans to submit an application for another grant soon.

Clubhouse Committee

Paul (chairman) discussed a plan to clear and edge a gravel parking area near the clubhouse, which would involve grinding stumps and removing a few trees. He said he would develop the details and projected cost, and Matt and Alan offered to help. Paul said a contractor recently completed the roof flashing job for \$550 and may be willing to bid on kitchen renovations.

Finance Committee

Deborah said the checking account balance of \$14,512 as of September 30 reflects the addition of \$10,000 from the investment account for the HVAC installations. The investment account is at \$125,258.

Adjournment

The next board meeting was set for Sunday, November 16, 2014, at 11:30 a.m. in the clubhouse. Josh adjourned the meeting.

Bull Run Mountain Civic Association

Board of Directors

Minutes for September 21, 2014

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) held its Annual Meeting on Sunday, September 21, 2014, at 11 a.m. at the clubhouse. Seven directors were present at the call to order: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, James (Jim) Price, Paul Scheingold, Jane Sudol, and Josh Weinstein. Matthew (Matt) Roth arrived late. Tim Havrilla was absent. Community member Michelle Cruickshank attended.

Action Items

Minutes

Alan moved that the minutes from the board's last regular meeting on August 17 be accepted, Josh seconded, and the motion carried unanimously (8 in favor).

Clubhouse renovation

Alan moved that the board renovate the clubhouse kitchen and put hot water only in the kitchen as the next clubhouse project. Jim seconded, and the motion was approved (7 in favor, 1 opposed).

Public Concerns

Community member Michelle Cruickshank commended Paul on all the work done to upgrade the clubhouse and grounds, and suggested having a second person named to focus on rentals and advertising. She also suggested replacing the kitchen cabinets with moveable stainless steel racks to reduce the incidence of mold and installing a double sink from Habitat for Humanity. Michelle urged advising renters not to use tape on the ceiling to avoid marring the finish, and offered to donate light yellow paint for use on the kitchen walls.

Reports

Roads Committee

Glenn reviewed the recent public hearing at the Evergreen firehouse called by county Supervisors Stewart and Candland on Candland's proposal for a separate, county-authorized Roads Committee. Several board members cited their continued opposition based on many unanswered questions, including how the committee would be constituted, how it would operate in conjunction with the board within the long-established BRMCA bylaws, and how it would

serve the community better than the existing collaboration with the county. Paul noted that several residents said they don't attend board meetings because they are pleased with how the current system operates. Josh, with the board's consensus, said he plans to circulate a petition in advance of the county Board of Supervisors' vote stating there is no need for a county Roads Committee and calling for reinstatement of the existing Roads Agreement. Josh, roads point of contact, said he and Alan drove with representatives of Candland and Stewart in early September to point out the potholes, road edges, and sinkholes that need repair. He said he would check with the county public works representative on the timing for the next chip-coat project. Josh also said he will begin work with the county contractor on placing and filling more than 40 gravel barrels, including an average of three on switchbacks. (Matt arrives.)

Firewise Committee

The fall cleanup and brush chipping is set for next Saturday, Monday, and Tuesday (September 27, 29, and 30), with 12 roadside brush piles and six yards signed up for the project.

Clubhouse Committee

Paul (chairman) detailed the workings of the ductless mini split HVAC system newly installed in the clubhouse, noting the high efficiency and low electric bills expected from using only two inside wall units that work as miniature heat pumps. Glenn noted that instructions on using the system will need to be prepared for renters. Paul said Molly Maids removed the mold along the kitchen walls and spent 3 hours on the job but billed only for the 2 hours for which they were contracted. Glenn thanked Paul and volunteers for their help in pulling down dying trees near the clubhouse parking area. Alan recommended renovating the kitchen (see "Action Items" and "Public Concerns"), and Josh volunteered to redo the ceiling. Paul said he is not comfortable redoing the chimney flashing himself on what may be considered a commercial building; Glenn recommended obtaining bids for the work. Paul concurred with Deborah's suggestion of packing out trash following rentals.

Finance Committee

Deborah said the checking account balance was \$4,781 and the investment account was \$138,119, up \$19,000 in just over 1½ years.

Director's Concerns

Meeting time—Josh asked the board to consider meeting earlier on Sundays; board members agreed to monthly meetings at 11:30 a.m. Jane advised updating the online calendar.

Online updates—Josh suggested posting the meeting minutes and road worksheet on the website. Jane agreed with posting only board-approved minutes. Matt also suggested erecting an onsite message board.

Bull Run Mountain Civic Association

Election: Board of Directors

Minutes for September 21, 2014

The Board of Directors of the Bull Run Mountain Civic Association (BRMCA) convened for the annual election of directors at 11 a.m. Sunday, September 21, 2014, in the association clubhouse. Seven directors were present at ballot counting: Alan Bratburd, Deborah Buckingham, Glenn Cruickshank, James (Jim) Price, Paul Scheingold, Jane Sudol, and Josh Weinstein. Matthew (Matt) Roth was present for the close of voting at noon. Tim Havrilla was absent.

Action Items

Ballots counted Thirty-four ballots were received in the 2014 election. Deborah opened the ballots, and Jim announced the votes. Jane and Alan counted votes cast for each candidate, and Jane recorded the results.

Elected directors, with terms and vote tallies, are:

3-year term

Tim Havrilla (23)

Jane Sudol (29)

Josh Weinstein (33)

Candidate Jo Temple received 14 votes and may be asked to serve if any vacancy occurs before the next election.

The board postponed the election of officers until the next board meeting. Glenn thanked directors for continuing to serve and thanked Josh for his work on tracking road repairs.

Adjournment

The next board meeting was set for Sunday, October 19, 2014, at 11:30 a.m. in the clubhouse. Glenn adjourned the Annual Meeting for the annual Firewise presentation and picnic.