

**BRMCA Board Meeting  
June 18, 2018 @1900**

Minutes prepared by: Julie Zobel, secretary

Present: Glenn Cruickshank, Kerri Naylor (new Board member as of tonight), Paul Scheingold, Jo Temple, and Julie Zobel. Absent: Matt Leech, Jim Price.

Guests: Michelle Cruickshank, Deborah Gould, Jolita Hopkins, Deirdre McSorley and Mike Coughenour, Sarah Myers, Spike Hanson, Corey and Tracy (and daughter, Lolita) Haas, Michelle Failla, Spike Janson. Don Ertel.

Opening:

Glenn opened the meeting by asking each attendee to introduce themselves. He also provided a brief history of BRMCA to include the properties owned by BRMCA, how the roads are maintained, and the recent clubhouse repairs and improvements.

Business Items:

- Jim Price was unable to attend and designated Julie Z. as his proxy.
- Matt Leech was unable to attend and designated Glenn C. as his proxy.
- Approve Minutes:
  - o April Minutes were approved via email with 5 Board members (n=6/7; JZ, CO, JP, ML, PS, JT) voting to approve. No edits were requested.
  - o May Minutes were approved unanimously.
- Board Membership:
  - o Carlee O. has resigned from the Board due to her impending move to West Virginia.
  - o Glenn C. mentioned that anyone interested in joining the Board needs to send us a bio. The terms are 3 years.
  - o Kerri N. was added to the Board via email.
  - o Two Board position remains vacant; Deirdre McSorely, Mike Coughenour, and Deborah Gould have shown interest in being Board members.
  - o Glenn asked if there was any objection to having Julie Z. be Secretary; no objections, approved.

Treasurer's Report (via Jo T.):

Jo went through the finances and the highlights are below.

Current # of 2018 Members: 108

May 1 Balance: \$7,198.85

Credits= \$1,025.75

Debits= \$ 404.97

Trial Balance (04/2018)= \$ 6,483.36

PayPal Balance: \$430.00

Petty Cash On-Hand: \$126.00

Brokerage Account Balance: \$50,667.53



### Director's Projects and Duties:

- Board members Paul S., Glenn C., and Julie Z. and their families met for the clubhouse maintenance/yard work day on June 17<sup>th</sup>. Great progress was made but there is still more work needed to prepare for use of the lawn. Corey Haas asked that we communicate the Work Days should be sent out at least 2 weeks in advance.
- Julie Z. procured 3 new sandwich board signs that can be modified for each BRMCA event.
- Julie Z. distributed the results of the BRMCA Community Survey. Survey Highlights (as of 06/18/2018):
  - o 58 people completed the survey.
  - o 14 people requested to be added to the E-Blast. (Glenn C. has added them to the E-Blast distribution list.)
  - o 27 people offered to volunteer their time to help with events with 12 of them providing contact information.
  - o 12 people indicated that they were interested in becoming members or that they wanted more information on membership. (Julie Z. has connected each of these folks via email.)
  - o Email and FaceBook were identified as the best methods to communicate. The new signs got a positive reception.
  - o The top 10 most requested events:
    1. Farmer's Market: 45 (88%)
    2. Mountain Mixers/Happy Hour: 27 (53%)
    3. Movies Under the Stars: 26 (51%)
    4. Holiday Events: 25 (49%)
    5. Arts & Crafts Fair: 24 (47%)
    6. Chili Cookoff: 23 (45%)
    7. Safety/Emergency Preparedness Seminars: 21 (41%)
    8. Local Vendor Fair: 21 (41%)
    9. Landscaping/Plant Seminars: 18 (35%)
    10. Jam Sessions: 18 (35%)
  - o Other events that were suggested either via survey or at Community Building event on June 14<sup>th</sup>: Rabies Vaccination Clinic, Archery Range, Shooting Range, Mountain 5K or Running Club. Weekend/Pancake Breakfasts received only 12 votes.

- Other feedback: requests (n=2) to fix the basketball court, 1 request to enlarge the speed bump near the clubhouse/bus stop, 1 request to build an above ground pool, 2 requests to create a Welcome Letter for new residents, 1 request for more child friendly activities, 1 request for activities for those who work at night.
- Julie Z. is coordinating a “Movies Under the Stars” event for **August 24<sup>th</sup>** but suggests another yard work day to make more progress on cleaning up the lawn area beforehand and reported that Rob Z. plans to do some additional work on this in the coming weeks to at least clear the asphalt “side walk”. Julie Z. continues to coordinate yoga. Yoga attendance was up this past week; 8 attended.
- Michelle C. is planning a community yard sale for **July 14<sup>th</sup>**.
- Jim P. (not present) is coordinating brush removal for **July 16<sup>th</sup>**; first come, first served.

#### Clubhouse:

- Rentals: Nothing scheduled as of now.
- Community Building Wine & Cheese held June 14<sup>th</sup>: it was fun, we spent some money but also gained several members. The Board agrees that hopefully this will boost community involvement.
- Michelle C. mentioned that a 3 hour rental is \$100 unless submit membership before April in which case you get 30% on that price. We need people to help promote rental of the clubhouse as that is what is going to keep the clubhouse afloat.
- Ongoing Activities: Watercolor Class, Yoga, Jam Night, and monthly Happy Hour/Mountain Mixers.
- Mountain Mixer/Happy Hour (BYOB) scheduled for **July 19<sup>th</sup>**; will keep it on Thursday for 2 hours (7-9pm).

#### Public Meeting:

- Director’s Concerns:
  - Road Repairs: Glenn C. relayed that the road repair list has been sent to the County.
  - BRMCA By-Laws: Glenn C. mentioned the issue of changing the By-Laws so that residents that not just in Bull Run Mountain Estates could be BRMCA members. Discussion ensued about the pros and cons and the process by which the By-Laws are changed. Glenn C. suggested that we have a “non-resident” status. Paul S. suggested a “auxiliary membership”. Deirdre M. suggested a “clubhouse membership”. Glenn C. will draft some language and send to the Board for further discussion.
  - Tax Status: Julie Z. also asked if BRMCA had a Tax Exempt ID that could be used when purchasing supplies and other goods. Jo T. will find the Tax Exempt ID number and email it to the Board.
  - Evergreen Fire Department POC: Julie Z. obtained new contact information for the Evergreen Fire Department (703.792.5015); Captain Doug Webb (571.364.2234). Julie Z. offered to contact Captain Webb as

needed; Glenn C. said we need to ask about installing the fire hydrant at Ridge Road that would use the service district tank. Also, BRMCA would like funds/grant for a smaller pumper truck (ie, brush truck).

- Public Concerns:

- Children's Playground: Glenn C. asked for community interest. Julie Z. mentioned she found a company called KaBoom that offers grants to communities for designing and building playgrounds. They provide \$24K if the community can raise \$9K. Jo T. offered to provide contact information to the Board for folks she met in Texas that have been successful with being awarded grants of this type. Sarah M. said she thinks we need such a place for children to attract young families. Next steps include getting a group of community members together that would spearhead this project. Sarah M. will post on FaceBook to get a group together. Paul S. mentioned that zoning will also need to be called. Michelle C. suggested that Sarah M. pick a date and announce it for a brainstorming/interest gauging session.
- Commuter Lot: Glenn C. mentioned that the lower lot could be used for commuters and suggested we put a message in the next E-Blast. Jo T. asked what services would then need to be provided- like snow removal which the County would do as they do the road. We'd have to have signage letting commuters know that it is a "park at your own risk" and "time limits". Mike N. will look for laws that govern commuter lots and provide to the Board. Glenn C. will look into signage.
- Tiffany Culvert: Deborah Gould is having issues with her culvert clogging. She personally cleans it out routinely. She is on the private part of Tiffany. Glenn C. let her know that we have sent a list to the County and they are responsible for replacing that culvert. Deborah G. will send the address and pictures in an email to [roads@BRMCA.net](mailto:roads@BRMCA.net).
- Welcome Letter: Mike C. reiterated that a Welcome Letter would be a great idea. Julie Z. volunteered to write a Welcome Letter. A discussion took place regarding how we'd find out that a house was sold. Julie Z. suggested that we contact the realtors that we know that live on BRM. Deirdre suggested giving signs to residents that live close to the placement areas and having them place the signs individually.
- House Number Signs: Don E. asked about the house number signs and suggested that we notify the community that they can pick them up. Michelle C. said she'd lay them out at the Community Yard Sale for pick up.

Repair List:

1. extending cement pad and/or laying down slabs in front of all 3 doors.
2. culvert/drive way onto basketball court
3. basketball 1/2 court,
4. ledge to hold back dirt on basketball court
5. steps going down to lower level lawn

6. taking out the rest of metal poles around outer edge where pool use to be
7. pulling power down to lower level
8. picnic tables need to be refurbished
9. acoustics panels on ceiling

Michelle C. wants to have an estimate for the cost of each item in order to determine which projects to take on and in what order. Spike H. asked if the community mailbox could be added to the list. Michelle C. said she has notified the US Post Office. Meeting guests suggested that we fix it "ourselves". Michelle C. will start estimating pricing.

Adjournment:

Glenn announced that the next meeting will be held July 16, 2018 @1900 at the BRMCA clubhouse and adjourned the meeting.

Signed: