Beechwood Shores Property Owners Association

Annual Board of Directors Meeting Minutes

November 9, 2024

Eastlake Christian Church

Called to order at 1:04 pm

Determination of Quorum: yes

Board Members Present:

1. Stacy Pronko
2. Carolyn Webster 6. Rich Leary
3. Connie Smith 7. Lloyd Weeks
4. Ben Spencer 8. Carol Stauffer
5. Al Lawrence

Board Members Absent: Terri Wattsman

**Opening Remarks**: Ben Spencer

(Report submitted electronically to Stacy and copied into the minutes verbatim)

President’s Remarks – November 2024 Annual Meeting

First, as Monday is Veteran’s Day, I would like to recognize all veterans here today for their service. If you are a veteran, please stand so we may recognize and appreciate your service.

Second, I want to recognize a full Board this year for performing well on many different topics and concerns. This Board has done what it is chartered to do and I am thankful for their individual time and effort expended to make it happen. We may not be perfect but I sense we are making continual improvement.

When I think about our role, it is to develop a sense of community while improving our property values. When I reflect on what occurred in 2024, pride in our community is ever increasing as demonstrated by the countless efforts of those to make it better. Consider the lighted entrance sign, the beautification of the pool area, finally getting the gables painted at the clubhouse and cabana, participation in POA sponsored events, pool refurbishment project, website updates including a calendar of events, and the hours provided by those to clean up the meadow trees that have fallen this year.

Regarding property values, I think we are keenly aware of how they have improved based on data within the last year. In addition, think about the improvements seen in homes that have been undertaken and/or are ongoing this year. It is significant.

Finally, I want to thank Al Lawrence for his years of time and effort on the Board. As he will be rotating off this time, it would not be right to not personally thank him for his contributions and insights he brought to the Board. Al, we thank you.

Our Association is revitalizing, and it is because of you, those in attendance today and those who have voted, as it reflects your dedication and interest in the Association. We are now 45 years old, yet I feel a vibrancy in our future that is due to each of you who reside here. Personally, I thank you for what you have done and what I feel you will do in 2025 and beyond.

With that, let’s proceed with the meeting agenda.

**Approval of the Previous Meeting Minutes:**  Stacy Pronko

**Motion to Approve the October Minutes**

Motion by**:** Connie Smith

Seconded by: Carol Stauffer

Vote Called. Yeas 8 Nays 0

**Motion approved**

**Treasurers Report**: Rich Leary

(Report submitted electronically to Stacy and copied into the minutes verbatim)

Beechwood Shores

Property Owners Association

Treasurer’s Report – Annual Membership Meeting

Report Date: 11/09/2024 As of Date: 10/31/2024

Checking Account balances: $44,564 (Operating $43.5k & Clubhouse accounts $1.1k)

Reserve Account balances: $41,871 (Reserve Account $33.6k & CD $8.3k)

Total Cash: $86,435

Year to date 2024, expenses are typical. We have experienced unplanned expenses for:

* $1,600 Tree Removal due to storm damage
* $1,413 Buoy Maintenance
* $630 Grounds Beautification

All typical expenses are **On Track** and no unusual expenses are anticipated.

Pool Refurbishment Project completed **Under Budget $2,475**.

Total Accounts Receivable as of 10/31/2024 is: $7,240;

* >365 Days Past Due: $6,428; o 2 Property Owners are responsible for $5,750 or 89% of 365 Days Past Due;
  + 1 of these Property Owners has been making monthly payments as agreed upon
  + 1 of these Property Owners has a Warrant in Debt legal action against them o 2 Property Owners 2024 POA Dues remain outstanding
  + 1 is the Warrant in Debt Property Owner noted above

1. Year End Forecast expects to meet budgeted $16,000 contribution to Association Reserves.
2. Start of Year Plan expects $20,935 in Association Operating Account and $46,000 in Association Reserves.

**2024 Accomplishments**

* Established formal Treasurers Report that is shared at monthly Association meetings • Analyzed Accounts Receivable and eliminated unnecessary late charges
* Organized Association banking by:
  + Converting non-interest checking account balance of $8,200 to high yield CD

▪ earning more than $35 per month o Using online banking to pay invoices and reimbursements

* + Establishing a checking account specifically for Clubhouse activities to better track

Clubhouse specific funds, eliminating cash activities

**Motion to Approve the Treasurers Report**

Motion by**:** Carolyn Webster

Seconded by: Carol Stauffer

Vote Called. Yeas 8 Nays 0

**Motion approved**

**Building and Grounds Report**: Carol Stauffer

(Report submitted electronically to Stacy and copied into the minutes verbatim)

**Beechwood Shores Annual Building and Grounds Report - 2024**

Accomplishments over the last year include the following:

**Pool** - Probably the most outstanding and rewarding accomplishment was the pool refurbishment - the conversion of the pool to a salt water system. The work took place in May and was completed in time for our pool opening party. The project was a huge success and came in under budget.

Thanks to Jon and Angel for all their assistance cleaning the pool, setting up the chairs, Lloyd’s oversight and contact for the contractor performing the work. Also, thanks to Mike and Lisa for sprucing up the deck furniture and donating a number of flowering potted plants!

A new carder access system was installed at the pool gate, as well as additional cameras set up in strategic locations in and around the clubhouse perimeter, thus enhancing security.

**Landscaping** - The new landscaper, Atlee, cleared all the walking trails in the neighborhood. They look great and eventually they will be numbered.

Through the help of our landscaper, some volunteers and a borrowed chipper provided by a resident’s family member, we were able to clean up the Meadow area a couple times due to storms.

Meadow Gate was painted by Mike and Lisa Smith.

Purchased a new timer in the breaker box for the sidewalk lights.

Thanks to Connie Smith and team for sprucing up the neighborhood front entrance landscaping.

**Parking lot** – Poles were purchased to lighten our parking lot for enhanced safety at night when parking. The poles will be to house the solar powered lights which were also purchased this year. So, to date, the poles are ready to go, we hired someone to dig the holes to set them in, then get painted and next steps will be to install them.

**Tennis/basketball and pickleball courts** – were used extensively over Spring and Summer. We are pleased to see them being used by so many.

Thanks to Don Halliwill for replacing the basketball rim.

A new sign was put up for the Court rules.

**Clubhouse** – Finally found a contractor who most recently completed the exterior painting for the gables at the cabana and the clubhouse! Major victory getting this finally completed and for an extremely reasonable price.

**Clubhouse Report**: Carol Stauffer

(Report submitted electronically to Stacy and copied into the minutes verbatim)

**Beechwood Shores Clubhouse Annual Report - 2024**

**HOA Events**

January – Polar Plunge who donations went to a charity

May 26 – Pool Opening Party

July 4 – Independence Day Beach Party

September 14 – Pool Closing Party

**Upcoming -** December 8 – Christmas Party

I wanted to thank all the wonderful party planners and volunteers to make these welcoming, fun and a success that built a neighborhood camaraderie.

**Private Reserved Parties**

March 16th

July 27

August 5, 10, and 25

September 28

October 4, 5, and 6

**Upcoming -** December 14

We are glad to see so many of you utilizing the clubhouse space for your family and friends’ special events.

With that, I will speak more on the upcoming clubhouse renovation.

For reporting purposes, the current funds are at **$1,081.35**

**Clubhouse Use**:

The Board recently had a comprehensive review of our Clubhouse reservation use and resulted in the following:

* Rent it for $50. For you and your invited guests, i.e., a private event, restricted for your invited guests only.
* A no-charge event. Available to all Association members who would like to have an event but must meet the following conditions – o Complete the use agreement as it relates to use and clean-up found on our website. o Forward it to the Clubhouse Coordinator to ensure no calendar conflicts.
  + It would not be private but open to the Association.
  + Complete a communication that will ne sent to the Association via a Newsflash and/or the website.
  + The event would need to be flexible as a rented event will supersede the no-charge event.
  + An Association sponsored event would also supersede the no-charge event. o There will be a new Clubhouse Use Agreement posted on our website. o We are working on setting up a google calendar on our website where you will be able to view events taking place and help determine when you can schedule your event.

**Clubhouse Renovation**

Based on our Asset Study there will be a 2025 Clubhouse Renovation project taking place. I was tasked with leading a committee to work on this which includes: The kitchen and bathroom renovations, update light fixtures and paint finishes.

We are going to revive both the kitchen, the entryway island, and the bathrooms.

Thanks to Susan Leary, Gordy Smith, and Jojo Gildea, our committee, for a lot of time and thought put into this. We started meeting in early summer.

Thanks to Gordy for putting together an awesome floor plan for the kitchen.

Our existing kitchen is a bit tired and certainly needs a facelift from outdated materials to fresh and modern ones, which we are excited to see transform. While it will be basically the same footprint, it will have updated appliances, countertops, lighting, cabinets and flooring.

We envision it to be appealing, vibrant, more functional and simply an enjoyable environment to interact and entertain. There will be more storage options with the new and larger cabinets.

New cabinets – The top cabinets will ne larger than our existing and go to the ceiling.

New laminate countertops.

New double door counter depth refrigerator.

The existing stove will be replaced by a newer one donated by Jojo.

New flooring in the kitchen and entryway.

The island will have undercounter cabinets as well and pendant lighting overhead creating a warm and inviting ambiance.

To mention some of the things to take place.

Bathrooms –

We will replace the plumbing fixtures, both vanities, both toilets, and permanently remove the urinal.

Both restrooms will be painted. We will also remove the wallcovering in the men’s room, along with adding new lighting.

We are super excited to see this transition and trust you will be very proud to see the new looks!

Construction will take place in January and February, therefore closing the Clubhouse for use. We will keep you updated on progress.

**Architectural Report**: Connie Smith

(Report submitted electronically to Stacy and copied into the minutes verbatim)

ARCHITECTURAL COMMITTEE

APPROVALS

Houses - 2

Shed -1

Tree removals - 4

Addition - 1

Variance request - 1

Renovation – 1

Deck extension - 1

DENIALS

Fence - 1

The Architectural Committee Chair wants to remind everyone of the Lot Use and Maintenance as stated in the covenants -

Each lot owner shall maintain and preserve his lot or lots in a clean, orderly and attractive appearance within the spirit of this development. (page 18)

No open or exposed storage, including junk or abandoned items of personal property, shall be maintained on any lot. (page 19)

Please review your lot(s) and I encourage you to see that you are meeting the spirit of the words to the best of yor abilty, both in the front, side and back of properties where others may see your property.

**Web Site Report**: Ben Spencer

Ben let everyone know that the Website monitoring is not an official role on the Board. Since Tommy left Jojo Gildea has been monitoring and maintaining the website and our Facebook page. She is in the process of adding google calendar to the site. Ben hoped that people were using the site. We will keep updating it.

**New Business**-

1. 5 Year Asset Plan**-**Ben reviewed the 5 year Asset Plan with the attendees.
2. Urban Archery Program Review- Ben explained to those present that because of the excess deer population in Virginia, the Dept. of Game and Fisheries was extending the hunting season this year. In order to proceed with the Urban Archery Program a vote needed to be taken of the Association to approve the implementation of it. A lot of discussion ensued regarding letting those people who will be bow hunting in the neighborhood on to private property to chase down and remove any deer that happen to wander and die outside of the common areas. With a show of hands it was decided that a hunter should remove any deer that was shot and then died on private property. Notice would be given to the neighborhood of when hunters were going to be present, either by signs or notices on the website or both.
3. Proposed 2025 Budget-See Treasurers Report- As part of the 2025 Budget Rich suggested that our annual dues be raised to $432/ yr for an improved lot and $266/yr for an unimproved lot. After much discussion a motion was made to approve raising our dues.

**Motion to Approve the Increase in Annual Dues**

Motion by**:** Carolyn Webster

Seconded by: Carol Stauffer

Vote Called. Yeas 8 Nays 0

**Motion approved**

**Motion to Approve the 2025 Budget as Proposed**

Motion by**:** Connie Smith

Seconded by: Carolyn Webster

Vote Called. Yeas 8 Nays 0

**Motion approved**

1. Updating the Covenants- Ben let everyone know that he will be focusing in 2025 on getting the covenants finally updated.

**General Comments from the floor**

A neighbor asked if the wooden street signs were going to be updated. The matter was handed over to Carol.

Another question was if there could be security cameras put in at the beach area. The answer was no as there is no internet service in that area.

A question was asked about the culvert repair on Oak Hollow. Ben said that they were waiting on feed back.

Regarding the split rail fences that need to be repaired, could the people who are taking down ones on their property give the “good” boards to the HOA for them to use?

A neighbor asked the Board what the process was for requesting that something be taken care of, or made a “project” to be done for the neighborhood. Ben explained that any owner could contact any Board member with an idea or suggestion of work to be done in the neighborhood. The Board would discuss it and address it at the next meeting.

Another neighbor expressed their thanks to the HOA Board for all our hard work. We thanked him.

**Results of the Election**

Ben Spencer, Connie Smith and Sandy Woodall won the election for the newest Board positions.

**Meeting Adjourned at 2:30 pm**

**HOA Board Meeting After the Annual Meeting:**

HOA Board Positions Going Forward:

President: Ben Spencer

Vice President: Carolyn Webster

Treasurer: Rich Leary

Secretary: Stacy Pronko

Building and Grounds and Clubhouse Coordinator: Carol Stauffer

Architectural Committee: Connie Smith

Members At Large: Lloyd Weeks, Sandy Woodall, Terri Wattsman

No meeting in December.

Since the Clubhouse will be closes for January the location of the January meeting is TBD.

Ben asked that we try a new way of doing the minutes. Discussion ensued and Stacy agreed to try out the new method.