



Bell Creek Single Family HOA - Board of Directors Meeting Minutes

Location: Bell Creek Clubhouse

Date & Time: Tuesday January 18, 2022, 6:00 PM

Presiding: HOA President, Christy Jenkins, called the meeting to order at 6:05 PM.

HOA Board Attendance:

- HOA Vice-President, Philip Hein
- HOA Secretary, Jeff Meyer
- HOA Treasurer, Jack Podlesh
- **Open Board Position*
- Community Group Community Manager, Jennifer Malkus, via video

Resident Attendance:

- Becca Waldron, Social Committee Chair

Agenda: The agenda for the meeting was reviewed. Phillip moved that the meeting agenda be approved, Jeff seconded, and the agenda was approved.

Meeting Minutes: Board confirmed meeting minutes were reviewed, "Swim Team" to be corrected in prior meeting's notes related to the swim blocks being removed. Christy moved that the minutes from the 11/9 meeting be approved, Jack seconded, and the minutes were approved.

Landscape Contact: Ratify actions without a meeting.
Reviewed via email by Board, all were in favor.

President's Report:

- Hearings next week for ARC violations.
- The vacancy on Board, next steps to be discussed. Christy to make contacts and decide as Board President.
- Christmas decorations need to be taken down. Will look at a warm day to complete.

Treasurer's Report: See hard copy notes.

- Proposal to move \$100,000 from HOA account into Congressional bank account. Jack moved to transfer the funds, Phillip seconded, and the motion was approved.
- New HOA credit cards are being ordered. Two are being opened for current board members since the old one is in an ex-board member's name.



Bell Creek Single Family HOA - Board of Directors Meeting Minutes

Committee Reports

Pool Committee: Coping replacement addressed in later part of the meeting. The new guard desk was purchased before the end of the year. Pool Chair, Melissa has a list of a few items, we will revisit them as it gets closer.

Club House: TV project outstanding still. Options discussed and decided the TV will be mounted to the inner wall, and a large enough TV will be purchased to cover the entire area. Jack to work on with the support of others since no electrical needs to be moved.

Social Committee: End of 2021 – events, Turkey Trot, and NYE were able to take place. 2022 plan put together by the Social Committee. Event plans and budgets were reviewed and supported by the Board.

Architectural Review Committee: SmartWebs is up for all Board members, the process is working well. Meeting next week for violations. Basketball nets in the road and other “violations” discussed, as a point of total enforcement of bylaws.

Landscape Committee: Estimate from Arbor Scape proposal sent. Proposal for other areas discussed such as the steps at the start of the trail, the brush at the end of Six Pound Ln., and cleaning the path between SF and Reserve. Priority of cleaning up the end of Six Pound Ln. discussed. Parking lot drainage discussed as still outstanding.

Communication Committee: Website underway. New Facebook page developed, controlled by Board.

Notes from Members Voice:

- Nothing shared

Unfinished Business

Officer & Committee Liaison Assignments:

- Jeff – Club House, Social
- Cry – Communications, ARC
- Jack – Finance, Landscaping
- Phil – Pool

Pool Repairs & Expectations: Jack made contact with Swim Club’s (which has been recently acquired) Operational Manager (Tanner), who will come to look at the work and determine the next steps.



Bell Creek Single Family HOA - Board of Directors Meeting Minutes

New Business

Board Vacancy: Christy to speak with some neighbors for interest, including a neighbor who wrote in their name for the last October vote.

Reserve Study: Company who complete the last study, quote of \$3,150 to complete. Other companies will be explored and will have contracts to review during the March Meeting. After that, usually, results would be delivered in about 3-months from signing the contract.

Website Review: Current work shown. Good progress made, should have completed soon. Photos are needed still.

Solar Panel Policy: To be tabled for future discussions.

Executive Session:

Christy made a motion to convene into Executive Session pursuant to Section 55.1-1816(c) of the Virginia Property Owners' Association Act for the purpose of discussing matters involving violations of rules and regulations and contracts. Jennifer Malkus with Community Group was invited to attend. The Board convened into Executive Session at 7:45 PM. The Board reconvened into Open Session at 8:10 PM. All those present certified that all that was discussed during Executive Session were the matters for which the Board entered into Executive Session.

The next meeting is scheduled for 3/15 at 6:00 PM.

Announcements:

None

Meeting Adjourned: 8:15 PM

-End of Meeting Notes-