

**BIRCHWOOD LAKES COMMUNITY ASSOCIATION, INC.**  
**Annual Meeting Minutes**  
**August 25, 2018**  
**9:00 @ Clubhouse**

Present: Clare Bennett, President; Dennis McMahon, Vice President; Kevin Crawley, Secretary; Marcella Livingston, Treasurer; Directors Christopher Diaz, Nicholas LaRusso, Thomas McConnon, Lorraine Storms and Robert Wittrien

Absent: None

Also Present: Sherri Gonzalez, Office Manager; Robert Kidwell, Esq.; and William Owens, Accountant.

President Bennett opened the meeting at 9:05am with the Pledge of Allegiance.

President Bennett read the results of the Reserve Withdrawal Vote of \$25,000. towards a new truck. Number of "VOID" Ballots – 0, Number of "YES" Ballots – 126, Number of "NO" Ballots – 19. Total of ballots received – 145. The vote passed.

President Bennett stated it is my very great honor to present the 2018 Volunteer of the Year Award to this individual. I have had the privilege and fun of working with her on many committees over the past several years. She is very supportive and encouraging. It gives me great pleasure to present this gift to Barbie and to recognize her as our 2018 Volunteer of the Year.

Secretary Crawley presented a plaque to the Birchwood Lakes Swim Team for celebrating 50 years. Laurie O'Connell accepted the plaque on behalf of John & Eileen Naturale.

Bill Owens from Wm. Owens & Company – reviewed the audit and gives his qualified opinion that the audit is correct and accurate. He reviewed the Operating, Reserves and Expense accounts.

President Bennett gave an overview and highlights of the four major projects and their current status. President Bennett summarized all other activities for the past year. Brief overviews were given of each of the four major projects: Upper Birchwood Lake Dam, Salt Remediation; Maintenance Facility and HOP permits.

**Committee Reports:**

*Budget Committee* – Treasurer Livingston reported that the committee works hard to prepare a revenue and expense budget that is realistic and affordable to our residents. In the first 3 months of this year, we have collected 80% of our projected dues income. The Assessment is now in its third year and collections are exceeding our projected income.

*Recreation* – Director Storms reported that recreation is the pool and the activities that we provide to the members. We would like to see more people to participate. We were trying to have activities for all age groups. President Bennett named a few of the activities that were held such as Flag Day, Wine & Cheese Evening, Movie Night, Fiesta Fun Night, Community Fun Night and Crafts for the kids.

*Community Safety* – Secretary Crawley reported one of the projects the committee has done was the installation of more stop signs. The Committee has discussed having an emergency shelter and installing

speed bumps. We have installed some better surveillance cameras. All of our gates have been repaired or replaced.

*Governing Documents* – Secretary Crawley reported that the committee continues to work on the By-Laws revisions and we will soon be going over the Rules & Regulations.

At this name, President Bennett welcomed Representative Rosemary Brown.

*Capital Project & Property Development* – President Bennett reported that the committee and the Board is continuing to focus on the four primary projects. Our new Birchwood sign has been installed at the 739 entrance with temporary lightning. The committee has requested to repair/replace the tennis and basketball courts including the fencing. We have an estimate to repair/replace with clubhouse steps.

*Communications* – Vice President McMahan reported that the committee has published two newsletters since last August. We continue to do our monthly flyer which is distributed via email and put at the entrances of the gates. We are now selling spirit wear, which is available at the office.

*Road, Construction & Maintenance* – Director Wittrien reported that the committee each year reviews the roads and makes recommendations for the roads to be paved or repaired. Our budget for this past summer was \$210,000. The committee works hard to get the best value for our investment.

*Beautification* – Director McConnon reported that the Annual Spring cleanup hasn't been done in two years. The maintenance staff is doing a good job keeping our community clean. The committee has several suggestions like replacing the missing bar in tennis court fence, remove the Jersey Barricade from 739 and Doolan entrances, remove the abandoned swan house, paint a mural on the outside wall of the clubhouse and continue to plant shrubs and flowers at the gated entrances.

*Lake Management* – Chairperson Chas Ritson reported that the committee continues to focus on its mission of maintaining and improving the ecology of our lakes. We monitored our lakes every two weeks. We continue the geese addling. The committee stocked Grass Carp in Middle Lake in June. We will continue to blend methods that have worked, with different ideas and approaches that may be better for our lakes in the long run.

President Bennett opened the floor to the Membership for a question and answer session.

President Bennett and the Board responded to questions relating to the Employee IRA, the lack of Board Members attendance to activities, the Shared Well and Crossing Dam.

**The Annual Meeting was adjourn at 11:00 am.**

Respectfully submitted,

Kevin Crawley,  
Secretary