

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 21, 2021**

**Board Members in attendance:**

Kara White, President (2023)  
Doug Elder, Secretary (2021)  
Mary Sigmon, Treasurer (2020)  
Joel Skrdla, Director (2021)  
Jay Campbell, Director

**Board Members not in attendance:**

Michael Easter, Director (2022)  
Lori Crume, Vice President (2021)

**Welcome & Call to Order**

Kara White, President, called the meeting to order at 6:30 p.m. Adjournment time set for 7:30 p.m.

**Approve Minutes**

Motion to approve minutes by Kara. Joel seconded all approve

**Owners Forum** – n/a

**President Report** – n/a

**Treasurer's Report** –

- Mary motion to close PPB and move to SONA Kara seconded all approve

**Committee Reports:**

- **ARC:**
  - Fences/tree removal and a deck.
- **Compliance:**
  - Updating old issues
- **Clubhouse & Pool:**
  - Pool is coming along slowly
  - Tile is being set right now. Overnight low can't go below 40
- **Grounds:**
  - Check dead tree near condos
  - Ground stumps with grass seed
- **Newsletter/Website:**
  - Removed Erin waiting to update with new person.
- **Management Report:**
  - 2021 Annual Plan
  - Fall Festival Oct 16<sup>th</sup> (reserve vendors) Plan rest at next meeting

**New Business:**

- 2021 Reserve study
  - Retaining Wall – need engineer and permit. Get that first and then rebid to make sure we have the proper wall built. May need to split walls up due to cost.
  - Mary made motion no more \$4000 for engineer/permit. Joel seconded, all approve.

- Playground Safety Inspection
  - \$950 for playground inspection. Mary made motion Joel seconded all approve.
  - Front playground needs slide replaced. Can't find replacement.
  - Tweak for safety
  - Need to wait on Wall for everything.
- Need to get quotes for wall & playground to see which way to go
- Site Manager – new candidate existing employee from Community Group. Currently in owner services. Will schedule interview process.

**Old Business:**

- Door Replacements
  - Need to follow up on this. Never had an answer.

**Meeting adjourned at 7:30pm.**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
March 18, 2021**

**Board Members in attendance:**

Doug Elder, Secretary (2021)  
 Mary Sigmon, Treasurer (2020)  
 Joel Skrdla, Director (2021)  
 Jay Campbell, Director (2023)  
 Michael Easter, Director (2022)  
 Lori Crume, Vice President (2021)

**Board Members not in attendance:**

Kara White, President (2023)

**Welcome & Call to Order**

Lori Crume, Vice President, called the meeting to order at 6:35 p.m. Adjournment time set for 7:30 p.m.  
 Motion made to extend meeting until 7:50 p.m

**Approve Minutes**

Motion to approve minutes by Mary. Seconded by Lori all approve

**Owners Forum** – Talk to Swim Metro about neighborhood kids getting priority.

**Swim Team** – Virtual Swim Meets all 6 at BG but only BG swimmers. June 1<sup>st</sup> deadline for sign up.  
 Getting with Pebble Creek to see how they ran virtual meets last year.

**Reports**

**President Report** – n/a

**Treasurer's Report** –

- Jan/Feb 2021 Financials
- 2020 Retained Earnings Balance
- Closed CD
- Over on Landscaping due to Playground Inspection
- 20,000 to SONA money market Michael made a motion Mary 2<sup>nd</sup> all approve

## **Committee Reports:**

- **ARC**
  - Trees and an addition
- **Compliance**
  - Ready for annual
- **Clubhouse & Pool**
  - Clubhouse
    - Camera in clubhouse
  - Pool
    - Dumpster is supposed to be gone 3/19
    - Need camera's up ASAP
    - Still on schedule. We'll see
    - Diving board insurance/new diving board?
- **Grounds**
  - Blary's touch up stuff on OCD
  - Replacement signs coming
- **Newsletter/Website**
  - Sam maintaining Web Site
- **Management Report**
  - Exit sign was arcing
  - Door looking again
  - 30 storage boxes not paying storage any longer
  - 2018 – 2019 storm water inspections are past due \$500

## **New Business:**

- Retaining Wall Update \$135,000 - \$150,000
- Playground Inspection
  - remove all the equipment that is damaged/hazardous posting to use the rear playground. Need to update the community on the need to balance the cost of the new playground equipment vs the retaining wall. This should be put this on fb/townsquare/website to inform people of this and to show up to the May meeting with opinions while we got costs for new equipment. We'd repair what we could reasonably be repaired but decisions would have to be made on wall vs playground.
- Power Washing Proposal Joel made motion to take Creative Enterprise bid seconded by Michael all approve.
- Stereo Cabinet Outlet Proposal Michael proposed accept bid Lori seconded all agree.
- Request for Waiver of Late Fee Doug motion to deny request Jay seconded all agree.

## **Old Business**

**Meeting adjourned at 7:45pm.**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**May 18, 2021**

**Board Members in attendance:**

Kara White, President (2023)  
Doug Elder, Secretary (2021)  
Joel Skrdla, Director (2021)  
Jay Campbell, Director (2023)  
Michael Easter, Director (2022)  
Mary Sigmon, Treasurer (2020)

**Board Members not in attendance:**

Lori Crume, Vice President (2021)

**Welcome & Call to Order**

Kara White, President, called the meeting to order at 6:30 p.m. Adjournment time set for 7:00 p.m.  
Motion made to extend meeting until 7:10 p.m

**Approve Minutes**

Motion to approve minutes by Mary. Seconded by Michael all approve  
Motion to approve agenda by Michael. Seconded by Joel all approve

**Swim Team** – 2019 awards turned over. Head Coach Kellie Brown Asst. Claire Bryant. Keep practice same as in past. 6 – 7 two lanes as usual. 9am - 10am. 40 swimmers In lieu of board donation will pay for Kona at meets.

**Homeowners Forum** – N/A

**Reports**

**President Report** – N/A

**Treasurer's Report** –

- March/April 2021 Financials
- Mary makes motion to transfer 70,000

**Committee Reports:**

- **ARC**
  - Fence, Roof
- **Compliance**
  - Annual Inspections Complete
- **Clubhouse & Pool**
  - Clubhouse
  - Pool
    - Lifeguard orientation went well. Reiterated cell phone policy
    - Passes must be updated by June 1<sup>st</sup>
- **Grounds**
  - All Good, crepe myrtles in back need trimming
- **Newsletter/Website** – n/a
- **Management Report**

**New Business:**

- A. Pool Rules & Restrictions – 2019 Pool Rules
- B. July Board meeting moved to Aug 26<sup>th</sup>

**Old Business**

- A. Retaining Wall Update – Deal w/ in August
- B. Storm Water Facility Update – Waiting on proposals
- C. Sidewalk Repairs – Submitted to Hanover waiting on them to fix.

**Meeting adjourned at 7:10pm.**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
August 26, 2021**

**Board Members in attendance:**

Kara White, President (2023)  
Joel Skrdla, Director (2021)  
Jay Campbell, Director (2023)  
Michael Easter, Director (2022)  
Mary Sigmon, Treasurer (2020)

**Board Members not in attendance:**

Doug Elder, Secretary (2021)  
Lori Crume, Vice President (2021)

**Welcome & Call to Order**

Kara White, President, called the meeting to order at 6:30 p.m. Adjournment time set for 7:30 p.m.

**Approve Minutes**

Motion to approve minutes by Mary. Seconded by Joel all approve  
Motion to approve agenda by Mary. Seconded by Joel all approve

**Homeowners Forum – N/A**

**Reports**

**President Report – N/A**

**Treasurer’s Report –**

- May/June 2021 Financials

**Committee Reports:**

- **ARC**  
three requests under review, waiting on responses from homeowners
- **Compliance**

- Sarah & Sam plan to go over outstanding violations
- **Clubhouse & Pool**
  - Clubhouse
  - Pool

We need an update from Travis on the AED he said he ordered  
Emergency sign w/address of clubhouse is in and to be installed next week
- **Grounds**

light poles at Dugout playground need to be inspected/fixd  
tree at yellow house on Old Cavalry Drive and Stronghold needs to be inspected – tree is leaning
- **Newsletter/Website** – n/a
- **Management Report** -n/a

**New Business:**

- C. 2022 Budget Considerations
  - Plan to rebid pool contact
  - Plan to budget for microphone extension to be completed in the spring
  - No plan to change dumpster contract
- D. Fall Fest
  - Keeping October 16<sup>th</sup> date, plan to order pizzas and purchase waters and juice boxes for drinks

**Old Business**

- D. Retaining Wall Update
  - Plan to request 3 bids and have them for review by next meeting, plan to complete project this year

**Meeting adjourned at 7:30pm.**

**Next meeting: September 30<sup>th</sup>**  
**Annual Meeting: November 18th**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.  
 BOARD OF DIRECTORS MEETING MINUTES  
 September 30, 2021**

**Board Members in attendance:**

Kara White, President (2023)  
 Doug Elder, Secretary (2021)  
 Jay Campbell, Director (2023)  
 Michael Easter, Director (2022)  
 Lori Crume, Vice President (2021)

**Board Members not in attendance:**

Joel Skrdla, Director (2021)  
 Mary Sigmon, Treasurer (2020)

**Welcome & Call to Order**

Kara White, President, called the meeting to order at 6:31 p.m. Adjournment time set for 8:00 p.m.  
Motion made to extend meeting until 7:10 p.m

**Approve Minutes**

Motion to approve minutes by Kara. Seconded by Michael all approve

Motion to approve agenda by Kara. Seconded by Jay all approve

**Homeowners Forum** – Chip Hassel on Stronghold. Blary’s improved dog stations. Road signs not visible call VDOT. Speeding. Updated on County speed survey needed 10mph did not get.

**Adjournment to Executive Session for Hearings 2 houses** – Granted an extension but if no progress by 12/1/21 \$10 fine a day retroactive to today. 2<sup>nd</sup> house started \$10 a day fine.

**Reports**

**President Report** – N/A

**Treasurer’s Report:**

- July/August 2021 Financials
- Authorization to Resume Foreclosure Proceedings

**Committee Reports:**

- **ARC**
- **Compliance** – Kara made motion \$250 max for letter from lawyer.
- **Clubhouse & Pool** – Doug makes a motion to increase rental to \$200 Michael seconds all approve
- **Grounds -**
- **Newsletter/Website** – n/a
- **Management Report** – Sam leaving 10/1/21, working on replacement

**New Business:**

**A.** 2022 Budget – Kara makes motion to approve Jay seconded all approve

**B.** Retaining Wall Proposals – Michael made a motion move forward Homescapes. Jay 2<sup>nd</sup> all approve. Michael will work up a scope of work.

**Old Business**

**E.** Fall Fest - Oct 16<sup>th</sup> Lori & Jay 3 - 5

**F.** Christmas Party – Dec 5<sup>th</sup> 3 – 5

**Meeting adjourned at 8:00pm.**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
November 18, 2021**

**Board Members in attendance**

Kara White, President (2023)

Lori Crume, Vice President (2021)

Mary Sigmon, Treasurer (2023)

Doug Elder, Secretary (2021)

Jay Campbell, Director (2023)

Michael Easter, Director (2022)

Joel Skrdla, Director (2021)

**Board Members not in attendance**

**Call to Order and Certify Quorum**

Kara White, President, called the meeting to order at 6:31 p.m.

**Approval of Agenda, Minutes & Adjournment Time**

Mary motion to approve Joel seconded all approve Adjournment time set for 8:00 p.m. extend 8:30 p.m.

**Homeowners Forum** – Thanks for the boards work. Encourage Sheriff to keep out here, speed on Old Cavalry. Inquiry about 5<sup>th</sup> wheel vehicles. Will research. Not allowed on grass/yard.

**Meeting with Kurt from Swim Metro** – Swim Metro recap. Fully staffed but COVID changed training and caused issues. Due to shortage kept people they normally wouldn't. Lots of lessons learned. In person interviews this year. In person training is back this year as well. Recruiting starts next week. Some people that worked here won't be back if they get the contract.

**Reports**

**President Report** – N/A

**Treasurer's Report**

- September/October 2021 Financials – everything looks good. Good year.
- 2021 Audit - Mary made motion to approve Doug seconded all approve.

**Committee Reports**

- **ARC** – one open ARC
- **Compliance** – Attorney is too busy need to find new one for long term.
- **Clubhouse & Pool** – N/A
- **Grounds** – Light in parking lot out
- **Newsletter/Website** – Need to update. Office manager's responsibility.
- **Management Report** -

**New Business**

- A. 2022 Pool Management Contract Kara motions to accept Mary seconds all approve.
- B. Santa Event – Need credit card for food. Dec 4<sup>th</sup> from 3pm – 5pm

**Old Business**

- A. Retaining – add wording to contract.
- B. BMP Excavation Proposal – Kara motion to approve Joel second all approve.

**Meeting adjourned at 8:12pm.**