



**DRAFT ANNUAL MEETING MINUTES
NOVEMBER 14, 2017**

The 2017 Annual Meeting of the Brambleton Community Association was convened at the Brambleton Corner Clubhouse located at 42255 Palladian Blue Terrace in Brambleton, Virginia 20148.

BOARD MEMBERS IN ATTENDANCE:

Kim Adams – President
Meryl Bisaga – Treasurer/Secretary
Ram Venkat – Vice President
Brian Viola – Director
Tom Gurganous – Director
Patricia Martin – Director
Ric Spencer – Director

OTHERS IN ATTENDANCE:

Association Members attendance log on file
Richard Stone – General Manager, BCA
Dave Rusch – Grounds & Facilities Manager, BCA
Dana Vinci – Lifestyles Manager, BCA
Shantil Moyer – Capital Project Coordinator, BCA
Andrea Martin – Community Standards Manager
Samantha Bourdelais – Community Standards Advisor, BCA
Mirtha Robles – Community Standards Advisor, BCA
Nikki Jessup – Community Standards Advisor, BCA
Rosemarie Linder – Director of Administration & Resident Services, BCA
Paul Gentine – Communications Coordinator, BCA
Steve Torpy – Director of Loudoun County Parks, Recreation & Community Services
Mark Miller – Chair, Loudoun County Public Library Board of Trustees
Mike Van Campen, Deputy Director, Loudoun County Public Library
Robyn Beck Dietter – President, Founder, Friends of Brambleton Library
Pamela Keegan – Legislative Aide to Tony R. Buffington, Blue Ridge District Supervisor,
Loudoun County Board of Supervisors

CALL TO ORDER

Mr. Viola called the meeting to order at approximately 7:05 p.m.



WELCOME & INTRODUCTIONS

Mr. Viola thanked everyone for their attendance and then introduced the Board of Directors and staff. He provided an overview of the meeting agenda and then introduced Mr. Stone.

ADMINISTRATIVE MATTERS & APPROVAL OF MINUTES

Mr. Stone also thanked everyone for their attendance and then stated that the meeting was held in accordance with the Association's Bylaws. Mr. Stone confirmed that the required meeting notice had been sent out on October 26 and October 27, 2017 to 5,249 official mailing addresses on record and announced that the required 10% quorum had been achieved by submission of developer proxies for quorum purposes only.

Mr. Stone announced that the Board and Association staff would be available after the meeting to answer questions.

Ms. Adams called for a review of the minutes and for a motion for approval with the correction of the first sentence to change the year to 2016. Mr. Ammro motioned to approve the minutes as corrected. The motion was seconded by Mr. Colcher and passed via acclamation.

BRAMBLETON LIBRARY PRESENTATION

Ms. Adams introduced Mr. Mark Miller, Chair of the Loudoun County Public Library Board of Trustees. Mr. Miller shared a slide presentation at the meeting and he spoke to the vision for the library as a community library to serve as a hub for community gatherings, hands-on learning, and collaboration. He explained that the partnership with Brambleton Group, the architects, and Loudoun County, the library was to be delivered to the community three years ahead of the original schedule and is currently scheduled to open in summer 2018.

Mr. Miller shared the floorplans, highlighted the unique design features and elements, the programs, services, and materials to be included in the library.

Mr. Miller also recognized Deputy Director of the Loudoun County Public Libraries, Mike Van Campen and Robyn Beck Dietter, President and Founder of the Friends of Brambleton Library. He encouraged the community to get involved and volunteer in support of the library.

LOUDOUN COUNTY PARKS, RECREATION & COMMUNITY SERVICES PRESENTATION

Mr. Stone introduced Mr. Steve Torpy, Director of the Loudoun County Parks, Recreation and Community Services department. Mr. Torpy shared a slide presentation at the meeting that started with photos of the construction of the Dulles South Recreation Center. He explained that many of the design characteristics and features would be similar to those provided in the future Ashburn Recreation & Community Center to be located north of Brambleton on Belmont Ridge Road.



Mr. Torpy also shared details and the status of development of Hanson Park on the southern border of Brambleton and the Brambleton Community Park on the northern border of Brambleton. He noted the inclusion of the first cricket pitch to be constructed as part of a capital project within Hanson Park. He also share that the unique design of the fields at Brambleton Community Park allows for them to be used for youth ball games, adult ball games and as a modified cricket pitch for adult leagues.

Mr. Torpy concluded by sharing information about the department's efforts to develop a trails plan to provide for connectivity of neighborhoods.

BRAMBLETON COMMUNITY ASSOCIATION PRESENTATION

Mr. Stone reviewed the enhancements and improvements made in and around the community by the developer, Loudoun County, VDOT and Loudoun County Public Schools. He reported the Association's strong financial position, highlighted 2017 staffing changes, and technological improvements. He noted that the Association's current office space is beyond capacity and that discussions for additional and permanent space have begun. In 2017, the Association relocated its maintenance facility to a new temporary location. The search for a permanent maintenance facility location is underway.

Mr. Stone confirmed that upon the recommendation of the Grounds & Facilities Committee, the Board had adopted the Parks 3 & 4 comprehensive plan which provides a framework for future enhancements within these two parks.

He shared the impact from the Emerald Ash Borer on Brambleton's trees and explained that the Association budgeted for further impact in 2018.

He briefly reviewed projects completed in 2017 including the new events venue at Legacy Park and Olympia – new location for the Brewfest, summer concerts, and FallFest – and Dragonfly Park.

Ms. Linder offered an overview of the new Ad Hoc Technology Community Services Committee's scope of work and timeline. She explained that the Committee would be seeking resident input via a survey and then developing a recommendation for the Board regarding potential options for the end of the bulk agreement for Video and Internet services from Verizon.

She noted that the Association had initiated production of a monthly video and various administration and service videos to provide residents with useful, easy to access information. She announced that the Board had approved the transition of the monthly email newsletter to a quarterly digital and print/mailed edition and that the BCA website would be refreshed in 2018.



Ms. Martin announced the rebranding from Covenants to Community Standards was completed in 2017 to reflect the goals of the department to uphold the community standards. She shared that the Community Standards Advisors perform ongoing, proactive inspections, response to concern inspections, and facilitate Design Review Application submissions.

As primary liaison to the Covenants Committee, Ms. Martin spoke to upward trend for applications in the community noting that as of the October 2017 meeting, the Committee has already reviewed more than 950 applications, more than in any previous full year.

She shared that staff continues to implement methods to maintain high customer service and efficiency for resident and the committee volunteers and that resident input is always welcomed and appreciated.

Ms. Vinci shared a brief overview of the 2017 community events and programming, noting that the Association offered over 20 different programs for residents throughout the year ranging from chess classes, fitness classes to Indian folk dancing classes. She shared the Association's goal of offering opportunities for all ages and interests and invited suggestions and comments.

Ms. Vinci talked about the unique nature of the Bram Bus and how the Association uses it to enhance the program offerings for everything from bus trips to off-site events to carrying summer camp participants to the town center movie theatre.

2017 was the initial year for Bram Kids Care's Teen Summer Service Days. The Bram Bus brought community teens to venues like Mobile Hope, Loudoun Therapeutic Riding Center and Loudoun Hunger Relief so that they could volunteer in support of the greater Loudoun Community. The Association plans to build on this program in 2018.

She also shared that the Association was host to over 42 events in 2017 including the third annual Bram Brew Fest which featured over 60 types of craft beers. She recapped the busy summer events season and the success of the first Zombie Run.

COMMUNITY VOLUNTEER AWARDS

On behalf of the Board of Directors, Mr. Gurganous announced the first of Brambleton's Distinguished Service Awards was to be presented to Ms. Jill Gwinnell. He shared that Jill has been a resident of Brambleton for the past few years and has quickly become one of our most dependable volunteers. In fact, she has volunteered for just about every single event through this year. In addition to her contributions as a BCA volunteer, Jill has also become a dedicated volunteer with the Friends of Brambleton Library. She is truly a contributor to our community.

Mr. Viola announced the second Distinguished Service Award was to be presented to Robyn Beck Dietter noting that she and her family have been residents of Brambleton since 2007 and this year, as President and founder of the Friends of Brambleton Library, Robyn has begun to build another lasting legacy. Through community meetings, social media and most recently on video – Robyn has shared her excitement for the Brambleton library and developed a dedicated



group of volunteers. She has laid the groundwork for support of what will become an important community amenity.

Mr. Venkat announced that the first Community Leadership award was to be presented to Michael Dorrity. Michael’s ten years of committed service on the Covenants Committee reflects his dedication to the community. Michael and his wife Kathy have lived in Brambleton since late 2006. He was appointed to serve on his first term as a member of the Covenants Committee in May 2007 when there were only 484 townhomes and 884 single family homes. In August 2009, he was appointed to his first term as Chair of the Committee. By this time, Brambleton had 611 townhomes and 1,063 single family homes. The Association is now home to 5,210 condominiums, townhomes and single family homes. Through all of this growth, Michael has served as a leader on the committee and participated in approximately 120 committee meetings and facilitated review of more than 4, 600 applications. His professional, detailed approach has benefited residents in resolution of neighbor to neighbor concerns and in achieving compliance with the Association’s governing documents. The BCA Board thanks Michael for his extraordinary term of service and outstanding leadership on the Covenants Committee.

ADJOURNMENT

Mr. Viola thanked the owners for taking part in the Association’s Annual Meeting and announced that the Board, staff, and representatives of the developer would be available after the meeting to respond to individual questions and requested a motion to adjourn.

At approximately 8:30 p.m., Mr. Bill Boynton motioned to adjourn. There was no second and the motion failed.

At the request of a resident audience member, Ms. Adams agreed to allow for questions prior to the adjournment of the meeting. The Board members and staff responded to several questions from residents in attendance. During this period, Ms. Pam Keegan, Legislative Aide to Tony Buffington, Supervisor, Loudoun County Board of Supervisors, was introduced and offered to answer questions after the meeting.

After approximately fifteen minutes of responding to resident questions, Ms. Adams requested a motion to adjourn. Mr. Boynton moved to adjourn the meeting. The motion was seconded by Ms. Lewis and passed via acclamation at approximately 8:46 p.m.

APPROVED – _____
Date

Attest:

Meryl Bisaga, Secretary

Date



**Brambleton Community Association
Annual Meeting
November 15, 2016**

***Owner Households in Attendance**

Aella, Akhila/Maram, Sujith
Boynton, William/ Boynton, Mari Jo
Burgess, James/ Wanner, Sharry
Caluori, Carol
Chini, Arpana
Clark, Jeffrey
Colcher, Daniel/Colcher, Kathryn
Constant, Barry
Duvall III, Maren/Lee Duvall
Dwivedi, Avinash
Etten, Peter/Etten, Karla
Everitt, Kelvin/Everitt, Jill
Fornecker, Peter/Fornecker, Edna
Fratu, Brian/Fratu, Carolyn
Gurganous, Thomas/Gurganous, Darcy
Gussow, Jerome/Gussow, Kristine
Hall, Michael/Hall, Charlotte
Hearn, Amanda
Jessup, Nikki
Karolchuk, Suzanne
Keegan, Shawn/Keegan, Pamela
Lee, Stephanie, Steven/Lee,
Lewandowski, William/Lewandowski, Cheryl
Lightner, Michael/Lightner, Amelia
Linder, Rosemarie
Lopez, Jason
Mack, Shayne/Mack, Jean
McMahon, Brendan/McMahon, Nicole
Miranda, Hector/Miranda, Amy
Moore, Daniel/Leiva Moore, Monica
Morris, Anne
Naguboyina, Raja/Nannapaneni,
Nagamalleswari
Nidimusili, Srikanth/Nagalpati, Bhargavi

Pulaguntla, Prasad
Sarjapur, Harsha/Hashthrantra, Anjali
Stafford, Anthony
Stone, Rick
Turrichi, Jessamyn & Mike
Underwood, Garrett, Underwood, Sarah
Venkatachalam, Ramachandran/Manickam,
Seetha
Viola, Brian/Viola, Tammy
Wardlow, Sean/Wardlow, Geri
Waterhouse, Debra/Chiusano, Vincent

*Owner sign in roster
includes all owner names