

BRIDGEMILL
Community Association, Inc.
3542 Sixes Road, Suite 108

Board of Directors Open Session Meeting Minutes
March 14, 2016 6:30 p.m.

Call to Order:

Prayer:

Members Present:

Members Absent:

Guests Present:

Lt. Danny Higgins- NOT PRESENT
Tommy Medlock from OLM (Invite for 7:00p) - PRESENT
Ryan Gardiner from Highgrove (Invite for 7:00p) - PRESENT
Todd Kaelin, ARC Chairman (Invite for 8:00p) - PRESENT
Gavin Cobb from Heritage (Invite for 8:30p) - PRESENT

Member Questions/Comments:

Approval of Minutes of Prior Meeting(s):

- Revised Open Session Board Minutes – January 11, 2016 PENDING
- Revised Executive Session Board Minutes – January 11, 2016 PENDING
- Open Session Board Minutes – February 8, 2016 PENDING
- Executive Session Board Minutes – February 8, 2016 PENDING

ALL MEETING MINUTES APPROVED.

Resolutions via Email (for Approval and Adoption to Meeting Minutes)

- **Nextdoor Communications** – A motion was made via email on 2/16/2016 to post a communication to Nextdoor regarding the February BOD meeting. The motion carried.
- **BOD Contact Information** – A motion was made via email on 3/01/2016 to provide the Chairman of all BOD Committees with access to the BOD and BOD contract information. The motion carried.
- **Administrative Assistant** – The job description and online posting was approved by the BOD and submitted to Heritage Property. The online posting was submitted to Zip Recruiter on 3/3/2016.
- **Administration Assistant Candidate Committee** – Jonathan Subacz as Board President appointed Brad Banks and Johnny Rich to serve as the Candidate Selection Committee. The appoint was made via email.

Homeowner's Hearing:

- None

Sheriff Office Report:

- Lt. Danny Higgins; see Comstat handout.

Officer Reports:

- Member At-Large, Brad Banks
- Secretary, Johnny Rich
- Treasurer, Col. Ken Baskett
- Vice President, Jay Patouillet
- President, Jonathan Subacz

Committee Reports:

- **ARC Committee** – ARC unanimously wished to stay at five members (see email thread); reached out to David Devine to join the ARC committee.
 - Chairman: Todd Kaelin
- **Election Committee** – Moving Election Committee Standards document to April meeting.
 - Chairman: Tammy Rodric
- **Communications Committee** – Need proposal regarding HOA dues awareness; broadcast message. Update on development of committee.
 - Members from BOD: Jonathan Subacz & Col. Ken Baskett
- **Candidate Selection Committee** – Executive Session item.
 - Members from BOD: Johnny Rich, Brad Banks & Property Manager: Michael Sands
- **Yard of the Month Committee** – No report.
 - Members: Nancy Madden & Bonnie Stanford
- **Welcome Committee** – Moving request to April meeting, need to review Homeowner Contact Information sheet.
 - TBA

On-Site Manager's Report:

- February violations: 354
- ARC request: 29
- Committees – (See section above).
- Newsletter – Working on second page template. April's topics are repairs, resources, and parking.
- Financials
 - Balance Sheet: See balance sheet in Edge.
 - Income/Expense Statement: See balance sheet in Edge.

Unfinished Business:

- Third entrance: Renew bids for 2016. - **TABLED**
- BridgeMill Stop Signs: Signs need updating. See street sign priority list. - **TABLED**
- BridgeMill Children at Play Signs: Discuss the proposal received from Signs Over Ga. – **APPROVED INVOICE**

New Business:

Bids for Approval:

- New business phone system (Quotes from CenterPoint/Allworx, Vonage, and Ooma). - **TABLED**
- Leasing a high volume copy/print machine (Quotes from Atlanta Office Machines, Southern Office Machines, and Kopier Net). – APPROVED Xerox 7830 Copier with maintenance plan.

For Discussion:

- Board Transition Dinner planning. Scheduled for April 23rd at Featherstone's
- Overview of planned guests for future meetings. – Legal & Elections Committee at April meeting
- Credit Card Payment Option vs Charge Form; move Square account from Access to HPM. – APPROVED Square for payments. Request Michael to process Square reader.

Vendor Presentation:

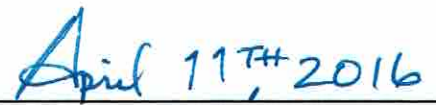
- OLM and Highgrove: Review updates and proposed projects from Tommy Medlock of OLM, and Ryan Gardiner from Highgrove. – Motion made for BOD to attend Thursday, 1:30p walkthrough and vote via email.

Next Meeting Date & Time: April 11, 2016, 6:30 p.m.

Adjourn: A motion was made to adjourn at 11:00pm. The BOD APPROVED the motion.



**Johnny Rich
SECRETARY**



DATE