

**BGHOA Board Meeting Minutes**  
**December 5, 2024**

**In Attendance:**

Board Officers: Nancy Evans (Pres.); George Moore (Vice-Pres.); Peg Mendenhall (Sec.) Sam Bready (Treas.); David Webster (At-Large).

Nadine Moore (Asst. Treas.)

Finance Committee; Bob Schafer

Neighborhood Watch and Community Standards Committee: Victor Evans

**Call to Order:** The meeting was called to order by Nancy Evans at 6:02 pm ET

**Secretary's Report:**

**Action:** Motion to accept as presented the board meeting minutes from the October 15, 2024, and November 7, 2024. (Bready/Moore)

**Vote:** Approved by unanimous vote.

**Treasurer's Report:** Sam Bready presented report from October 31, 2024. Attached.

**Committee Reports:**

- Maintenance Committee - Sam Bready
  - The storage area fence has been repaired and gates installed.
  - Tree trimming and brush clean up along Boxwood Green has been completed
  
- Finance Committee - Bob Schafer

The Finance committee reviewed and submitted its recommendations to the board during the preparation of the draft 2025 budget. Bob noted that the committee recommendations were included in the finale proposed budget. Nancy thanked the committee for its important work.
  
- Neighborhood Watch - Victor Evans
  - Victor noted that things have been quiet and there have been no reported incidents from owners.
  
- Hospitality Committee
  - Holiday party December 11 (44 attending)
  - Book Club: ongoing
  - Monthly Blunch: ongoing
  - Owners may request that family members be allowed to join the Boxwood Green Facebook page.

**Old Business:**

**Action:** Motion to ratify the interim actions taken by the Boxwood Green Board of Directors on September 23, 2024, September 26, 2024 and October 2, 2024 through electronic communications.

(Mendenhall/Bready)

**Vote:** Approved by unanimous vote.

**September 23, 2024, Motion:** Board approve the bid submitted by Boyd's tree service for \$3500 to cut back scrub and take out a few dead/dangerous trees and raising the canopy for the area from 479 boxwood Green Dr to the storage lot. (Bready/Moore)

**Vote:** Approved by unanimous vote. (Evans, Moore, Bready, Mendenhall, Webster)

**September 26, 2024, Motion** to accept the bid of \$300 for maintenance cleanup of the launch loop. (Evans/Mendenhall)

**Vote:** Approved by unanimous vote. (Evans, Mendenhall, Webster, Bready, Moore)

**October 2, 2024, Motion** to rescind the motion of Sept 26, 2024, to accept the bid of \$300 for maintenance cleanup of the launch loop. (Bready/Evans)

**Vote:** Approved by unanimous vote. (Evans, Moore, Bready, Mendenhall, Webster)

**October 2, 2024, Motion** to accept a bid from David Garcia for \$525 to weed the launch loop. (Evans/Mendenhall)

**Vote:** Approved by unanimous vote. (Evans, Moore, Bready, Mendenhall, Webster)

#### **New Business:**

- The board of directors unanimously agreed to amend the 2025 meeting calendar to add board meetings in April, June and October (all even numbered months) and change meetings from the first Thursday to second Thursdays of the month.
- Community Standards Committee (CSC) report
  - Victor Evans presented a draft Community Standards Policy. The Board members will review and discuss the policy at the February meeting.
- Lighting policy updates
  - George Moore submitted the proposed new Exterior Property Lighting Policy. The update combines the two current documents into one document and amends the requirements for exterior lighting. The lighting policy committee was comprised of George Moore, ARC members and interested owners. Nancy Evans thanked the committee for its diligent and thoughtful work.

**Action:** Motion to approve and adopt the proposed Exterior Property Lighting Policy, replacing the current Exterior Property Lighting Policy.

(Mendenhall/Bready)

**Vote:** Approved by unanimous vote.

The new policy will be posted on the website and is attached to minutes.

**Action:** Motion to approve the purchase of a light spectrometer in the amount of \$458.90 plus tax. The Vice-President will have custody of the spectrometer and make it available to the ARC or Community standards committee to use when needed.

(Mendenhall/Evans)

**Vote:** Approved by unanimous vote.

- Budget for the 2025 fiscal year ending on 12/31/2025.
- **Action:** Motion to abandon the launch loop parking space project and to transfer the \$8,000 reserved to complete the project from capital reserves to the operating funds account. These excess funds will be applied against 2025 member assessments.  
(Mendenhall/Evans)  
**Vote:** Approved by unanimous vote.

**Action:** Motion to adopt the proposed 2025 budget.  
(Bready/Evans)  
**Vote:** Approved by unanimous vote.

**Executive session: 7:40pm to 8:10pm ET**

**Action:** Motion to enter executive session to discuss a Community Standards Committee report concerning an exterior lighting complaint.  
(Mendenhall/Bready)  
**Vote:** Approved by unanimous vote

**Adjournment:** There being no further business, Directors unanimously agreed to adjourn the meeting at 8:12pm ET

**Meeting dates for upcoming year**

- **Annual meeting: August 16, 2025**
- **Board Meetings February 13, April 10, June 12, August 16, October 9, December 11**