

Gates Bluff Community Association
P.O. Box 319
Chesterfield, Va. 23832
www.gatesbluff.com
16 Sepetember 2025

Subject: Minutes of the GBCA board special meeting on Dues increase

Attending:

Sid Jenkins – President
Mike Williams – Member-at-Large, Project Consultant
Donna Silver - Treasurer
Fran McDermott – ARC Chair
Kevin Winegardner – Secretary
Mike Anderson

A quorum was present to conduct business – 7:00 p.m.

The Board addressed the following:

- 1. Review proposed, comprehensive budget in detail**
 - a. Attempted to account for all expenses no matter amount or frequency**
 - b. Assessed work or materials that previously had been provided by volunteer work**
 - c. Estimated costs that the HOA may have exposure to as a result of not relying on volunteer work, which the Board has previously deemed not sustainable or ultimately reliable**
 - d. Formulated projections of capital expenses over the 2 to 10 year time frame**
 - e. Establish that a reserve fund be maintained year over year**

- 2. Attached spreadsheet and documents**
 - a. Presentation of financial assessments and projections**
 - b. Once finalized among Board members, copies can be made available to community members for review.**

- 3. Plan to draft a letter to community members**

- a. Explain financial situation, provide some historical context and predictions of future expenses**
 - b. Provide justification for the request to increase dues beyond the allowable 5% annual increase**
 - c. Explain that per HOA By-Laws, a community vote is needed with 51% in favor required in order to increase dues to the proposed \$450 per year**
 - d. Plan to send letters and ballots to community by end of October**
- 4. Reminder email to community to be sent mid-November, prior to meeting**
- 5. Plan for community meeting Nov 20**
 - a. Meet at the Central library to provide a forum for explanation and discussion**
- 6. Meeting ended ~8:00 p.m.**