

**BURKE STATION CITIZENS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES**

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**BSCA COMMUNITY ROOM  
December 5, 2023**

**1) Call to Order**

Meeting was called to order at 7:05 PM by John Medeiros.

**2) Roll Call**

In attendance:

John Medeiros, President – BSCA Bylaws Committee Co-chair

Alison O’Connell, Vice President – Swim Club/Community Center Committee Co-chair

Susan Carter, Secretary

Rachel Lynch, Treasurer

John Ailes, Infrastructure – Infrastructure Committee Co-chair

Patrick Kirby, Architectural Standards – Architectural Committee Co-chair

Deirdre Daumit, Swim Club/Community Center Committee Co-chair (non-voting advisor)

Not in attendance:

Cindy Brown, Burke Townhouse HOA President (non-voting)

Juan Masias, External Affairs – Parking, Safety & Security Committee Co-Chair

**3) 2023 Meeting Minutes 10-10-2023 to be reviewed and approved at next scheduled meeting.**

**4) General Information**

**Annual Assessments**

Invoices have been mailed.

**Community Member Activity**

Beloved member of the community, Nancy Kraft, passed away recently. A memorial was held by neighborhood members at the community center to recognize Nancy.

**Board Vacancy**

John Ailes, Infrastructure – Infrastructure Committee Co-chair is departing the Board effective immediately.

**5) Unfinished Business**

**Annual Meeting**

Meeting will be held in April/May - exact date to be determined at February meeting.

**Financials**

The 2024 budget will be posted to the website prior to January 1st. Proposed swim rate increase of 2%, with the rate for the August only membership offering dropping in 2024. Senior rates to continue as they were in 2023. April 30th will remain as the deadline for BSCA members to enroll and receive the BSCA member rate, enrollment on or after May 1st will be processed at the non-BSCA member rate. Expected announcement of rates on or about February 15th, with website opening March 15th for enrollment access.

**Board Decision: John A. moves to adopt swim club rates and tiers as proposed. Ali seconds. All in favor.**

Board reviewed and finalized minor adjustments to the 2023 budget as well as the 2024 Infrastructure/Maintenance & Repair project list.

## **5) New Business**

### **Lighting at Entrance**

Several community members have inquired about the lighting at the entrance to the neighborhood (bulbs out). Call in for resolution.

### **Community Clean-Up**

Add to calendar, source a lead.

## **6) Agenda for February meeting**

- Review end of previous year budget analysis (*Budget Compliance, Replacement and Cash Reserve*)
- Review and revise current year Budget
- Re-validate current year infrastructure list\
- Review tax filing status
- Prep for annual meeting (*select final date, review slate of candidates, connect with Sequoia*)
- Swim club calendar items

## **7) Meeting adjourned at 9:00 PM**