

BWWCA Board of Directors Meeting Minutes

October 16, 2025 at 7:30 PM ET

Attendees:

Board Members: Keith London, Dilant Patel, Joel Shprentz, Anne Smyers, Tom Bodine
Homeowners: Clayton Lee

Minutes:

Meeting started at 7:35

Membership Forum:

Clayton is working with neighbor, Karthick, to remove common area trees at their expense, using the services of Mike Williams (Bentana Way). Mike can help with retaining walls.

Trees included:

1. 1510 and 1512 shared tree
2. Two common area trees between Karthick and Clayton houses
3. Tree behind Clayton's house

Clayton and Karthick to pay for the removal.

BOD will need to submit DRB approval for common trees. Homeowners will need to submit a separate DRB for individual trees.

The board discussed directing homeowners to replace the two common area trees with a list of trees to be sent via letter. The board requires the removal of tree stumps. The board will send a letter noting that homeowners will be responsible for any cluster damage that occurs during the tree removal.

Motion passes 4 to 1.

September Meeting Minutes

Changes required:

1. New Business - update the address from 1541 **Scanda** Cir to 1541 **Scandia** Cir
2. Missing a note about restarting sprinklers

The minutes are approved with above changes.

Old Business

Cluster Colors to be updated on the website. Tom to review the colors and get back with changes. One recommendation is to use previous DRB approvals.

Finance Report

1. Operating Expense - Miscellaneous of \$584.45 - Joel to get clarification from Abaris
2. Snow Removal expense will be bucketed in Winter months only, not spread across the whole, starting with next year's budget.
3. 1504 Park Glen Ct has a balance due for a long time, with Status set for Collection with Attorney. Joel to follow up with Abaris on status
4. 1526 Park Glen Ct house on sale; Joel to follow up with Abaris on payment before house sale

Landscaping

1. Tree proposal from Santa Elena approved by Landscape Committee. Board Approved full estimate with budget up to **\$28,000**. Anne Smyers will follow up on items 4 and 5, whether to cut or trim the trees.

New Business

The board discussed street pavements and sidewalks maintenance. Joel recommends getting Abaris to hire a contractor to review? No immediate action considered.

Budget Letter

Update the letter to

1. add note about waiving the late fee for homeowners affected by government shutdown
2. Dear Bentana Homeowners should be updated to full cluster name
3. Updated budget line item titles/labels to be more descriptive for homeowners

Joel to refine the letter and validate with Anne and Tom, before sending the final draft to Abaris. The board approved sending the letter after Joel's changes.

Playground safety

Keith to email Abaris to get information for playground safety inspection

Cluster woodwork

Joel walked through the neighborhood and identified a lot of woodwork that needs to be addressed but is not part of the current woodwork proposal. The board discussed approving the stair work after receiving the third bid, with follow on evaluation of the outstanding woodwork identified in Joel's email.

Broken Stairs third Bid

Blue Collar Scholars is the third contractor working with Abaris to evaluate the woodwork and bid. They require a board member to be present to walk through the project. Joel, Tom will respond to email for their availability.

The meeting adjourned at 9:20 PM.

Upcoming Events:

Oct 26 - Annual Picnic

Nov 1 - Start of Fiscal Year

Nov 20 - BOD Meeting online

Landscape Committee to follow up on schedule.