

**Brownsburg Community Association  
Board of Directors Meeting  
October 16, 2008**

The regular meeting of the Brownsburg Community Association Board was held at 7 p.m. on Thursday, October 16, 2008, at Asbury United Methodist Church. Members present were Betty Brown, Bob Driver, Connie Huffman, Dot Martin, Joe Skovira, Margaret Skovira and Mary Helfenberger. Dick Barnes, Marsha Jones, and Rachel Koeniger were also present at the meeting.

President Joe Skovira called the meeting to order.

**Approval of Minutes:** After a motion by Dot Martin and a second by Margaret Skovira, the board approved the minutes of the September 18, 2008, meeting, which had been circulated by e-mail prior to the meeting.

**Treasurer's Report:** The association has raised \$409 so far this year (compared to \$2000 budgeted). Expenditures so far are about \$1000 less than planned, but budgeted funds are expected to be spent by the end of the year.

\$15,000 in museum pledges are due by the end of the year. Margaret Skovira will send reminders to those whose pledges are outstanding.

**Museum Advisory Committee:** Construction of the museum building is complete, although the phone will not be installed and security system will not be turned on until they are needed. M&K Tree Service removed diseased trees from the Whipple property at a cost of \$700. At the suggestion of Pete and Stephanie Loquet, grading and terracing will be done to facilitate landscaping. Cost of this work is estimated to be around \$700. Stone and brick that will be used in the terracing was donated by Margo Harwood. The Loquets will plant grass this fall and other plantings next spring.

The museum committee will require allocation of additional funds to cover unanticipated expenses. Joe Skovira requested that Dick Barnes provide a written list of expected expenses with estimated ranges if exact costs are not known. Bob Driver made a motion to add a line item to the current budget to cover unanticipated landscaping costs. Margaret Skovira seconded the motion, which was then approved by the board.

The acquisitions committee has been meeting regularly. The museum has received a loan of an important piece of pottery made at the Firebaugh Kiln in Bustleburg.

**Beautification:** Joe gave Milton Reid the OK to purchase a hose, but Milton may postpone the purchase until next spring.

**Publicity:** The website contains some out of date material, such as an announcement of last year's annual meeting. Rachel Koeniger has been forwarding the meeting minutes to Sascha each month after approval, therefore the minutes are posted more than a month after the meeting date.

The newsletter, which will be published soon, will contain an announcement of the Christmas tree lighting. The newsletter will also contain a picnic photo; articles on museum completion,

acquisitions and donations; an article on the mayoral election; an announcement of the annual meeting; the membership list; and profiles of two business members. The next newsletter will be published early next year.

**Special Events:** No report.

**Membership:** No report.

## **OLD BUSINESS**

**Election of Mayor of Brownsburg:** The number of mayoral candidates has increased from two to six, probably as a result of posting election information on the website and on the post office bulletin board. The hope is that the number of nominations and votes will increase as a result of the article in the upcoming newsletter.

**Nomination of New Board Members:** The nomination committee, which is headed by Bob Driver, has identified three nominees for the three board vacancies. The nominees are R. W. Swisher, Michael Pappit, and Dick Barnes. Margaret Skovira moved that the nominations be approved. The motion was seconded by Mary Helfenberger and approved by the board.

## **Fundraiser**

Marsha Jones presented and the board discussed a proposal for an art show and sale to be held next year. Decision on whether or not to proceed with the event will not be made by the current board, but instead will be made by next year's board. Due to lead times required after the decision to proceed is made, holding the show and sale in the fall (September) rather than in the spring should be considered.

## **NEW BUSINESS**

### **Annual Meeting**

The candidates will be introduced, and a vote will be held. Nominations may be taken from the floor provided that the nominee has agreed to run. After the meeting, refreshments will be served in the church basement. Connie Huffman will organize the refreshments, which will consist of hot cider and cookies.

### **Christmas Tree Lighting**

Electrical supplies needed for maintenance of the Christmas tree lights will cost about \$100. Dick Barnes, Richard Kauffman, and Joe Skovira will work together to get estimates from electrical contractors for the required work.

The Christmas tree lighting will be held at 5 p.m. on the Saturday after Thanksgiving. After the newly elected mayor lights the tree, there will be caroling. Strong voices in the community will be asked to lead the singing.

### **Requests for Donations**

Margaret Skovira has received requests for donations from the South River Fire Department and from Scenic Virginia. A motion made by Dot Martin to donate \$50 to the fire department was approved by the board.

**Next BCA Board Meeting:** The next meeting of the board, which will be the annual meeting, will be held at 7 p.m. on Thursday, November 20, at Asbury Church.

With no further business, the meeting was adjourned.

Respectfully submitted,

Mary Helfenberger  
Secretary