



Executive Committee of the Board of Directors: Charter of the Airport Impact Committee

WHEREAS, Article 4, Section 4.1 of the Bylaws states that “The Board of Directors shall have all of the powers and duties necessary for the administration of the affairs of the Association and may do all such acts and things as are not required by the Act or the Association Documents to be exercised and done by the Members;” and

WHEREAS, Article 7, Section 7.2 of the Bylaws states, “The Board of Directors may create and abolish from time to time such other Committees consisting of two or more persons as the Board may deem appropriate to aid in the administration of the affairs of the Association. Such Committees shall have the powers and duties fixed by resolution of the Board from time to time.”

NOW THEREFORE, be it resolved that an Airport Impact Executive Committee (“Committee”) shall be established, and that the following procedures for this Committee be adopted and implemented herewith:

A. ESTABLISHMENT OF THE COMMITTEE

The BCA Board of Directors (“Board”) exercised its authority at its December 6, 2022, meeting to establish the Airport Impact Executive Committee of the Board. The Committee shall consist of three (3) members of the Board: Ravi Balaram (Chair), Rosemarie Linder, and Iain Ronis. The Board has the right to remove/replace members of the Committee at their will and desire.

B. COMMITTEE PURPOSE

The Committee, as directed by the BCA Board and this charter, shall work with County, State, and Federal agencies, elected officials, residents, experts and contractors, and other similar advocacy groups/organizations in a coordinated effort to: 1) reduce the impacts on the community and its residents of the County’s proposed revisions to the Airport Impact Overlay District (AIOD); 2) work to reduce overall impacts of flights over Brambleton; 3) support policy and legislation that balances the airport impacts to the community and economic development.

C. SCOPE AND DUTIES OF THE COMMITTEE

This Committee shall serve at the pleasure and direction of the entire Board and as outlined in the following scope and duties. The Committee shall have no authority to speak on behalf of the Board of Directors or to bind the Association financially or contractually unless authorized by the entire Board. The Committee shall:

- Serve as the Association’s primary workgroup on legislation and policy formulation related to Dulles International Airport including, but not limited to the Loudoun County AIOD;
- Consider and communicate impact of the AIOD on the community;
- Set scope, solicit, review, recommend, and interact with contracts and contractors related to the purpose and scope of the Committee;

- Meet, discuss, interact with governmental and agency staff, elected officials, and other groups or organizations, or individuals on matters related to the Committee’s purpose – to include, but not limited to County, State and Federal governments, MWAA, FAA, LANMC, other HOAs, and similar agencies/organizations;
- Seek opinions on related matters from Association’s attorney;
- Regularly update the Board on its progress;
- Interact, coordinate, and direct staff liaison on issues and needs related to the goals and scope of the Committee and communication with the community.

D. COMMITTEE MEETINGS

The Committee will meet as deemed necessary. Notice of all Committee Business Meetings will be communicated to the membership at least three days before the meeting. These meetings are open to Brambleton owners and will contain a Resident Forum at the start of the meeting. Minutes shall be kept of all Business Meetings.

The Committee or members of the Committee will frequently engage in conversations, meetings, and interactions with agencies and elected officials. These engagements are not open to Brambleton owners (unless conducted at a public hearing or meeting), but the reason/outcome of the meeting will be disclosed during the Committee’s Business meetings.

E. MEETING QUORUM:

A minimum of two members are required for quorum. The minimum quorum requirement must be achieved if additional members are appointed to the Committee.

F. ASSOCIATION RESOURCES

- Attorney – The Committee has limited availability to legal counsel. Involvement of legal counsel must be coordinated through the General Manager;
- Funding – All requests for funding must be presented to and approved by the entire Board.
- Staff - The Committee Chair shall have access to the General Manger for all Committee matters. The General Manager will coordinate support from other staff members as necessary and as workloads allow.

G. TERM

The Committee shall remain active until such time the Board determines to disband or dissolve it.

Board Approval: This Committee Charter was duly adopted at a meeting of the Brambleton Community Association Board of Directors held on January 24, 2022.

Secretary Signature

Date