

**STOCKBRIDGE CONDOMINIUM ASSOCIATION (SCA)
VIRTUAL BOARD MEETING MINUTES
JUNE 28, 2022**

BOARD MEMBER	MANAGEMENT	HOMEOWNER/RESIDENTS
BRENDA PURDY SHELLEY HAVENER CARRIE SILLIMAN CHARLES WHITE, JR. GINGER EVERETT	JIM UVENA JILLIAN CULLINANE DAN CULLINANE ATTORNEY/LLEGAL Aimee Kessler, Segan Mason & Mason	Jeff Jillian McElvy Kristen M Morgan Kimonita Reid Britten Rollo Sandra Flatequal Tiffany Washington Roxana

CALL TO ORDER

President Brenda Purdy called the meeting to order at 7:01 p.m. The meeting was held virtually, using ZOOM, in accordance with Admin Resolution No. 04-2021. Notification of the virtual board meeting was posted on cavaliermanagementhoa.com.

ESTABLISHMENT OF QUORUM

Five (5) board members present.

APPROVAL OF MINUTES

The May 24, 2022 Board Meeting Minutes were reviewed. Motion to approve: CARRIE SILLIMAN, Seconded: GINGER EVERETT, Motion passed unanimously.

FINANCIALS REPORT

Operating Fund Balance (Checking), as of 5/31/22: \$72,516.87

Reserve Association Balance (Savings), as of 5/31/22: \$380,067.69

Accounts Receivable as of 5/31/22: \$36,433.76 due to several delinquent accounts (at collections attorney). One account owes almost \$19,000.00.

It was confirmed that the following people will be on the bank signature cards:

- United Bank -2590: Brenda Purdy and Shelley Havener. As the Treasurer, Ginger Everett may also be on the signature card.
- United Bank -5686: Brenda Purdy and Shelley Havener. As the Treasurer, Ginger Everett may also be on the signature card.
- Truist -47946: Brenda Purdy and Shelley Havener. As the Treasurer, Ginger Everett may also be on the signature card. A representative from Cavalier Management, Jillian Cullinane or James Uvena, should also be on the signature card.
- Truist -47953: Brenda Purdy and Shelley Havener. As the Treasurer, Ginger Everett may also be on the signature card. A representative from Cavalier Management, Jillian Cullinane or James Uvena, should also be on the signature card.

OLD BUSINESS

- Gutter Cleaning proposals: Management presented three proposals after circulating RFPs to 4 vendors: Guzman and Company, R&R Windows, Inc., Old Dominion, The Gutter Kings. Motion to approve The Gutter Kings, Proposal#E14328, \$3985.00: Shelley Havener, Seconded: Brenda Purdy, Motion passed unanimously.
- Spring Inspection Update: Conducted by Management and Board Member, Shelley Havener, total of 53 notices, reinspections will take place on 6/30/22.
- Traffic Light Installation Update: Zoom Meeting on 7/20/22 at 6:30pm with VDOT, PWC, and Supervisor Bailey.

NEW BUSINESS

- 2022 Annual Meeting Date: Shelley Havener made a motion to set the 2022 Annual Meeting date as 10/25/22, Seconded by Carrie, Motion passed unanimously.
- Elections Committee will be established at the July 26, 2022 Board Meeting.

- Pentagon Construction & Services, price increase of \$4975.00, Inv. 1196: Motion to approve price increase: Shelley Havener, Seconded: Brenda Purdy, Motion passed unanimously.
- R&R Windows, Inc., Order#124761-1 price increase of \$5.05, Motion to approve price increase: Carrie Silliman, Seconded: Brenda Purdy, Motion passed unanimously.
- R&R Windows, Inc., Order#124762-1 price increase of \$301.53, R&R Windows, Inc., Motion to approve price increase: Carrie Silliman, Seconded: Shelley Havener, Motion passed unanimously.
- R&R Windows, Inc., Order#122814 price increase of \$2003.99 (\$1800.00 paid by owner), Motion to approve price increase: Carrie Silliman, Seconded: Brenda Purdy, Motion passed unanimously.
- Freddy & Son, 4216 Stockbridge Drive, \$1,500.00, Motion to approve: Brenda Purdy, Seconded: Carrie Silliman, Motion passed unanimously.
- Halcofence, Emailed estimate, \$6650.00, Motion to approve: Brenda Purdy, Seconded: Shelley Havener, Motion passed unanimously.
- Pentagon Construction, Estimate#: 1396, \$1640.00, Motion to approve retaining wall only for \$1480.00: Shelley Havener, Seconded: Brenda Purdy, Motion passed unanimously.
- Uline, Fire pylons, \$45 for 3+, Motion to approve 3: Ginger Everett, Seconded: Brenda Purdy, Motion passed unanimously.
- Pentagon Construction, Estimate#: 1397, \$680.00, Motion to approve: Brenda Purdy, Seconded Ginger Everett, Motion passed unanimously.
- R&R Windows, Inc., Order: 15042 - 16342 Taconic Circle, \$4073.62, Motion to approve: Brenda Purdy, Seconded Ginger Everett, Motion passed unanimously.
- R&R Windows, Inc., Quote-4217 Stockbridge, \$700.00, Motion to approve: Brenda Purdy, Seconded Ginger Everett, Motion passed unanimously.

Homeowner and Resident Forum - 2 minute limit per owner/resident

- Eight (8) homeowners/residents were in attendance.
- The following questions/concerns were discussed: Noise issues with upstairs residents, 2020-2022 Audit status, lack of maintenance in the community.

Executive Session - Violation Hearings and to discuss matters involving violations of the rules and regulations

- MOTION TO GO INTO EXECUTIVE SESSION AT 8:42PM: Carrie Silliman, Seconded: Brenda Purdy, MOTION PASSED UNANIMOUSLY.
- MOTION TO COME OUT OF EXECUTIVE @ 9:50PM: Shelley Havener, Seconded: Brenda Purdy, MOTION PASSED UNANIMOUSLY.

Return to Regular Session from Executive Session

- Unit 090E Settlement Offer: Motion to accept settlement offer of \$19,000.00: Brenda Purdy, Seconded: Carrie Silliman, Motion passed unanimously.
- Unit 090E Covenants Non-Compliance: Motion to sue without eviction: Ginger Everett, Seconded: Shelley Havener, Motion passed unanimously.
- Unit 087E Delinquent Balance Hearing: Motion to suspend parking/pool privileges, effective July 6, 2022: Shelley Havener, Seconded: Ginger Everett, Motion passed unanimously.
- Units 005F, 086E, 100B, 102C, 103C Delinquent Balance Hearings: Motion to send July 26, 2022 hearing notices: Shelley Havener, Seconded: Ginger Everett, Motion passed unanimously.
- Unit 079A Towing Reimbursement Request: Motion to deny request: Brenda Purdy, Seconded: Charles White, Jr., Motion passed unanimously.
- Unit 009F Change Order, Increase of \$1300.00, Motion to approve: Brenda Purdy, Seconded: Shelley Havener, Yes: 4, Abstain: 1, Motion passed.

Next Board Meeting date

- JULY 26, 2022 AT 7PM ON ZOOM (Board meetings are typically the last Tuesday of the month)

Adjournment: MOTION TO ADJOURN @ 10:14PM BY Carrie Silliman, Seconded: Shelley Havener, MOTION PASSED UNANIMOUSLY.

Submitted by JILLIAN CULLINANE, Property Manager, Cavalier Management
On behalf of the Stockbridge Condominium Secretary

Motion to approve June 28, 2022 Board Meeting Minutes made by CARRIE SILLIMAN.
Seconded by SHELLEY HAVENER. Motion passed unanimously at the JULY 26, 2022 Board Meeting.