

**SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 28, 2023**

CALL TO ORDER/DECLARATION OF QUORUM

- Alysha Hiller made a motion to call the meeting to order at 7:33pm. Harold Dorsey seconded. Motion passed unanimously. The meeting was located at the Southlake Recreation Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025. A Zoom option was also available.
- Board Member Alysha Hiller declared a quorum.
- Board Members in attendance: In person: Elizabeth Rainey, Alysha Hiller (started on Zoom), Harold Dorsey; Via Zoom: Emma Young, Adriana Griffin
- Homeowners in attendance: Mark Plows
- Guests in attendance: None
- Management in attendance: In person: Dan Cullinane; By Zoom: Jill Cullinane

Homeowner, Mark Plows, took the floor to express his thoughts regarding Southlake Recreation Association and Southlake Cove THA.

EXECUTIVE SESSION

- Alysha Hiller made a motion to go into Executive Session at 7:41pm. Harold Dorsey seconded the motion. Motion passed unanimously.
- Harold Dorsey made a motion to come out of Executive Session at 7:56pm. Elizabeth Rainey seconded the motion. Motion passed unanimously.

APPROVAL OF MAY 24, 2023 MEETING MINUTES

- Elizabeth Rainey made a motion to approve the May 24, 2023 Board of Directors Meeting Minutes with no changes. Alysha Hiller seconded the motion. Motion passed unanimously.

APPROVAL OF JUNE 9, 2023 SPECIAL MEETING MINUTES

- Alysha Hiller made a motion to approve the June 9, 2023 Special Meeting Minutes with no changes. Elizabeth Rainey seconded the motion. Motion passed unanimously.

HOMEOWNERS FORUM

- There was discussion regarding a complaint that management received regarding the noise from the Seahawks practice.

FINANCIAL REPORT

- The May 2023 financials were presented, to include the Balance Sheet, Profit & Loss (cash and accrual basis), and A/R Aging Summary.
 - Truist Checking-6025: \$161,566.96
 - Truist MM-6033: \$94,871.12
 - Synchrony CD-1556: \$126,792.00
 - A/R: \$28,456.15
- Mandatory Members report, 6/26/23 and Seasonal Members report, 6/26/23 were presented. As of 6/28/23, 140 seasonal members had signed up, with 7 still needing to pay. Mandatory members continue to make payments to become current. Many owners continue to pay for 2023 in full. Management has been monitoring CellBadge and denying access to those accounts who aren't paid in full through 6/30/23. Will continue to monitor throughout the season.

OPERATIONS MANAGER'S REPORT

- Pool updates:
 - Minor issues (clogged toilet, broken mirror) have been fixed within 24 hours of being reported.
 - New chairs are scheduled to be shipped on 7/3/23.
 - Two of the worst chairs have been removed.
- Playground:
 - Three different components are broken and need to be repaired since equipment is still under warranty.
- Clubhouse updates:
 - Rentals are steady, with at least one per weekend.
- Tennis Courts:
 - Management to get proposals for refinishing. The paint is looking bad.

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OLD BUSINESS

- HVAC Repair and Replacement Proposals
 - Board reviewed 2 repair proposals and 3 replacement proposals. Management to check on warranties and references. Board to vote via Action Without Meeting.

NEW BUSINESS

- The board discussed hiring a “porter” or someone to walk the grounds and pick up litter. Management to get proposals.
- The board discussed the idea of a community clean-up day. There was discussion regarding coordinating a date for the community and Seahawks Swim Team to participate versus waiting for “Porter” proposals.
- PWC Trespassing Enforcement Program was discussed. Alysha Hiller made a motion to approve this program. Adriana Griffin seconded the motion. Motion passed unanimously.
- Towing was discussed. Alysha Hiller made a motion to approve a towing contract with Dominion Wrecker to tow/patrol during the hours of 12am to 4am, 7 days a week, except for nights where the clubhouse is rented with a liquor license. Elizabeth Rainey seconded the motion. Motion passed unanimously. If an event has a liquor license, management will notify the towing company to not tow that evening.
- Drain repairs: With the recent rain, the rain by the basketball court was not draining. After investigation, it was discovered that the drain was installed incorrectly, going up. Management to obtain another proposal and the board will vote via Action Without Meeting.
- Tree trimming - 2 proposals were reviewed:
 - Alysha Hiller made a motion to approve World Cleaning & Restoration, 6/4/2023, \$2,450.00. Elizabeth Rainey seconded the motion. Motion passed unanimously.

TIME AND PLACE OF NEXT MEETING

- LOCATION: Southlake Rec Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025, With Zoom Option
 - July 26, 2023 @ 7:30pm
 - August 23, 2023 @ 7pm - BUDGET REVIEW MEETING
 - September 27, 2023 @ 7:30pm
 - October 25, 2023 @ 7:30pm
 - November 29, 2023 @ 7:30pm
 - December 13, 2023 @ 7:30pm (Annual Meeting with Regular Board Meeting immediately following)
 - The Board set the 2023 Annual Meeting date and time for 12/13/23 at 7:30pm, with a regular board meeting immediately following.

ADJOURNMENT

Board Member Alysha Hiller made a motion for adjournment at 9:19 p.m. Elizabeth Rainey seconded the motion. Motion passed unanimously.

Respectfully submitted,
Jillian Cullinane, Manager, At the request of the Secretary

APPROVED BY MAJORITY VOTE OF THE BOARD OF DIRECTORS AT THE AUGUST 23, 2023 BOARD OF DIRECTORS MEETING. (ABSTAIN: 1 YES: 2, NO: 0)