

SOUTHLAKE COVE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
August 9, 2023

CALL TO ORDER/DECLARATION OF QUORUM

- The meeting was called to order by Board Member Guillermo Garcia, Jr. at 7:04pm. The meeting was located at the Southlake Recreation Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025. A Zoom option was also available.
- Board Member Guillermo Garcia, Jr. declared a quorum.
- Board Members in attendance: In person: John McCann, Shelia Dorsey, John Larkin II, Guillermo Garcia, Jr. and Harold Dorsey.
- Homeowners in attendance: None
- Management in attendance: In person: Dan Cullinane and Jim Uvena

APPROVAL OF MAY 10, 2023 MEETING MINUTES

- John Larkin II made a motion to approve the May 10, 2023 Board of Directors Meeting Minutes. Shelia Dorsey seconded the motion. Motion passed unanimously.

HOMEOWNERS FORUM

- There was discussion regarding the following: Landscapers not edging the sidewalks, blowing debris into yards and no supervisor walking the grounds after landscapers are finished. Management will have three proposals at the November board meeting.

MANAGER'S AND TREASURER'S REPORT

- June 2023 Financials: cash balance in all accounts as of 6/30/23 \$1,166,093.24. Management reviewed the report which summarizes the reserve accounts and activity from 2020 to June 2023. Management reported a total reserves balance as \$1,007,097.56 as of 6/30/23.
- John McCann asked why the financial still showed the CDs and accounts approved to be moved/closed. Management explained the financials were from 6/20/23 and the CDs did not mature until July 26, 2023.
- John Larkin II made a motion to send any accounts over \$900 to collections. Seconded by Harold Dorsey. Motion passed unanimously. Board asked management to send a reminder letters to anyone with delinquent dues over \$606.

2024 Proposed Budget

- The 2024 proposed budget was presented proposing a 0%, 2%, and 4.5% increase in dues. After review and discussion the board agreed that the reserves are healthy and fully funded.
- Motion to approve the 2024 budget proposing a 0% increase in dues (Dues FY 2024=\$606.00): John Larkin II, Seconded by: Guillermo Garcia, Motion passed unanimously.

OLD BUSINESS

- None

NEW BUSINESS

- Snow Plowing Contract 2023/2024 was presented and reviewed. Guillermo Garcia, Jr. made a motion to approve Virginia Lawn Service, 2023/2024 snow plowing contract. Seconded by John Larkin II. Motion passed unanimously.
- Patriot Disposal Landfill Increase (PWC new "tipping fee"), effective 1/1/24, was discussed. Costs will be passed down to association. The trash contract expense item will be increased to \$60,000 FY 2024 budget

TIME, PLACE, AND LOCATION OF NEXT MEETING

- November 1, 2023 @ 7pm (Annual Meeting with Regular Board Meeting immediately following)
- LOCATION: Southlake Rec Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025, With Zoom Option
- Notice to be mailed no later than 10/2/23 (no less than 10 days, no more than 30 days)

ADJOURNMENT Board Member Guillermo Garcia, Jr. entertained a motion for adjournment at 8:03 p.m. John McCann made a motion to adjourn. Shelia Dorsey seconded the motion. Motion passed unanimously.

Respectfully submitted,
Dan Cullinane, Operations Manager, At the request of the Secretary

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE NOVEMBER 1, 2023 BOARD OF DIRECTORS MEETING.