

SOUTHLAKE COVE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
January 10, 2024

CALL TO ORDER/DECLARATION OF QUORUM

- The meeting was called to order by Board Member John McCann at 7:03pm. The meeting was located at the Southlake Recreation Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025. A Zoom option was also available.
- Board Member John McCann declared a quorum.
- Board Members in attendance: In person/Zoom: Shelia Dorsey, John McCann, Guillermo Garcia, Jr., Harold Dorsey
- Homeowners in attendance: None
- Management in attendance: In person/Zoom: Dan Cullinane and Jill Cullinane

APPROVAL OF NOVEMBER 1 2023 MEETING MINUTES

- Guillermo Garcia, Jr. made a motion to approve the November 1, 2023 Board of Directors Meeting Minutes. Shelia Dorsey seconded the motion. Motion passed unanimously.

HOMEOWNERS FORUM

- There was discussion regarding the following: Illegal dumpsters, landscaping action items.

MANAGER'S AND TREASURER'S REPORT

- November 2023 Financials: cash balance in all accounts as of 11/30/23 \$1,146,862.42. Management reviewed the report which summarizes the reserve accounts and activity from 2020 to November 2023. Management reported a total reserves balance as \$1,008,021.12 as of 11/30/23.
- Management reported receiving payment from an account at collections.
- Management reported the 2024 invoices have been mailed, with 36 out of 334 owners delinquent. Those owners have until 2/1/24 to pay before being sent to collections.

OLD BUSINESS

- Road Maintenance Survey, Dominion Paving
 - Lands End was not paved in 2015/2016 because the Reserve Study didn't call for it at that time. IT was paved in 2010.
 - Board discussed the scope of work. Management will be getting more proposals.

NEW BUSINESS

- Sign Request was discussed leading to discussion about installing a dog station and/or trash can, and adding to grounds contract for regular maintenance.
- Pathway/Retaining Wall request was discussed. Board members agree to inspect area in question to determine how to proceed.

TIME, PLACE, AND LOCATION OF NEXT MEETING

- March 6, 2024 @ 7pm
- May 8, 2024 @ 7pm
- August 7, 2024 @ 7pm - BUDGET REVIEW MEETING
- November 6, 2024 @ 7pm (Annual Meeting with Regular Board Meeting immediately following)
- Location: Southlake Rec Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025, with Zoom Option

ADJOURNMENT Board Member John McCann entertained a motion for adjournment at 8:15p.m. John McCann made a motion to adjourn. Guillermo Garcia, Jr. seconded the motion. Motion passed unanimously.

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

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE MARCH 6, 2024 BOARD OF DIRECTORS MEETING.