

**SOUTHLAKE COVE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
May 8, 2024**

CALL TO ORDER/DECLARATION OF QUORUM

- The meeting was called to order by Board Member John McCann at 7:00pm. 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/Zoom: Shelia Dorsey, John McCann, Guillermo Garcia, Jr.
- Homeowners in attendance: None
- Management in attendance: In person/Zoom: Dan Cullinane, Jill Cullinane

APPROVAL OF MARCH 6, 2024 MEETING MINUTES

- John McCann made a motion to approve the March 6, 2024 Board of Directors Meeting Minutes. Guillermo Garcia, Jr. seconded the motion. Motion passed unanimously.

HOMEOWNERS FORUM

- There was discussion regarding the following: reminders for landscapers of where and where not to mow/fertilize/edge, request for spray/fertilizer application schedule for the rest of 2024.

MANAGER'S AND TREASURER'S REPORT

- March 2024 Financials: cash balance in all accounts as of 3/31/24 \$1,173,764.49. Management reviewed the report which summarizes the reserve accounts and activity from 2021 to March 2024. Management reported a total reserves balance as \$1,008,124.84 as of 3/31/24.
- Management reported on an account at collections and remaining balance.
- Management reported that the Reserves expense line item is over budget due to the asphalt repairs being done in 2024 vs 2025.

OLD BUSINESS

- Patriot Disposal early termination was discussed. Management informed the board that Patriot contested the early termination.

NEW BUSINESS

- Mailbox and sign cleaning proposal:
 - John McCann made a motion to approve World Cleaning & Restoration's 5/3/24 proposal, \$2550.00. Shelia Dorsey seconded the motion. Motion passed unanimously.
- Tree Proposals:
 - John McCann made a motion to approve Town & Country, Estimate#11-20811, \$5510. Guillermo Garcia, Jr. seconded the motion. Motion passed unanimously.

TIME, PLACE, AND LOCATION OF NEXT MEETING

- 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 Guillermo Garcia, Jr. entertained a motion for adjournment at 7:26p.m. John McCann made a motion to adjourn. Shelia Dorsey seconded the motion. Motion passed unanimously.

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

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE AUGUST 7, 2024 BOARD OF DIRECTORS MEETING.