

SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 26, 2025

CALL TO ORDER/DECLARATION OF QUORUM

- Jennifer Bream made a motion to call the meeting to order at 7:32pm. The meeting was held at the Southlake Recreation Clubhouse, with a Zoom option.
- Board Member Jennifer Bream declared a quorum - 3 board members present at time of declaring quorum.
- Board Members in attendance, in person or by Zoom: Jennifer Bream, Adriana Griffin, Harold Dorsey
- Homeowners in attendance: None
- Management in attendance: Dan Cullinane, Jillian Cullinane

APPROVAL OF FEBRUARY 26, 2025 MEETING MINUTES

- Harold Dorsey made a motion to approve the February 26, 2025 meeting minutes. Jennifer Bream seconded. Motion passed unanimously.

HOMEOWNERS FORUM

- There was discussion regarding: cinder blocks in need of attention as you walk to high school, playground being used for dogs, updating the website, clubhouse maintenance issues.

FINANCIALS

- Management presented the Feb 2025 financials, to include the Balance Sheet and Income Statement:
 - Total Checking/Savings \$430,524.95
 - Total Mandatory Assessments collected YTD: \$148,168.27
 - Total Seasonal Memberships collected YTD: \$1,150.00

OLD BUSINESS

- HVAC Maintenance Proposal: Jennifer Bream made a motion to approve: EM LOGAN, Maintenance Contract for February 25, 2025 through December 31, 2026, Total Annual Total \$1,220.00, Billed Quarterly at \$305.00. Harold Dorsey seconded. Motion passed unanimously.
- Jennifer Bream made a motion to approve: Resurface Inc. Change Order, Tennis Backboard, Regarding Job: 24-0701, Date: 3/11/2025, \$1,075.00. Harold Dorsey seconded. Motion passed unanimously.

EXECUTIVE SESSION

- Harold Dorsey made a motion to go into Executive Session to discuss a legal matter at 8:14 pm. Jennifer Bream seconded. Motion passed unanimously.
- Jennifer Bream made a motion to come out of Executive Session at 8:19 pm. Harold Dorsey seconded. Motion passed unanimously.

Harold Dorsey made a motion to accept the attorney's recommendation regarding Account#490. Jennifer Bream seconded. Motion passed unanimously.

BYLAWS REVISIONS

- Management to print proposed revisions with attorney comments for board review. Check with the county to confirm any and all amendments to the Declaration/Articles of Incorporation/Bylaws; Harold Dorsey to provide management with file number.
- Board to hold off on a special meeting for now.

NEW BUSINESS

- MPOA Blood Drive Request
 - Harold Dorsey made a motion to approve the request, at no cost, to include cleaning fee. Jennifer Bream seconded. Motion passed unanimously.
- Rental Reimbursement Request was discussed. Board ultimately agreed the issue needs to be resolved by requester.
- Concern/Complaints: Complaint sent in on 3/8/25 regarding clubhouse rental noise.
- Plumbing Repair: Harold Dorsey made a motion to approve Woodbridge Plumbing Inc., Inv. 172839, \$2608.00 and assess full amount of \$2608.00 to The St. James since The St. James neglected to properly winterize pool equipment. Jennifer Bream seconded. Motion passed unanimously.

TIME AND PLACE OF NEXT MEETINGS

- LOCATION: Southlake Rec Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025, With Zoom Option
 - April 23, 2025 @ 7:30pm

- May 21 , 2025 @ 7:30pm
- June 25, 2025 @ 7:30pm
- July 16, 2025 @ 7:30pm
- August 27, 2025 @ 7pm - BUDGET REVIEW MEETING
- September 24, 2025 @ 7:30pm
- October 22, 2025 @ 7:30pm
- November 19, 2025 @ 7:30pm
- December 10, 2025 @ 7:30pm (Annual Meeting with Regular Board Meeting immediately following)

ADJOURNMENT

Board Member Jennifer Bream made a motion for adjournment at 8:54 p.m. Harold Dorsey seconded the motion. Motion passed unanimously.

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

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE MAY 21, 2025 BOARD OF DIRECTORS MEETING.