

**SOUTHLAKE COVE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
January 7, 2026**

CALL TO ORDER/DECLARATION OF QUORUM

- The meeting was called to order by Board Member John McCann at 7:02 pm. The meeting was hosted on Zoom in accordance with POLICY RESOLUTION NO. 2025-07-01, Electronic Meeting Resolution.
- Board Member John McCann declared a quorum with four board members in attendance.
- Board Members in attendance: John McCann, Guillermo Garcia, Jr., Felicia Stephenson, Tyler Nealey
- Homeowners in attendance: None
- Management in attendance: Dan Cullinane

APPROVAL OF NOVEMBER 5, 2025 MEETING MINUTES

- John McCann made a motion to approve the November 5, 2025 Board of Directors Meeting Minutes. Guillermo Garcia, Jr. seconded the motion. Motion passed unanimously.

HOMEOWNERS FORUM

Discussion regarding the following took place:

- Town and Country burnt the grass with fertilizer between curb and sidewalk - board requests replacement with sod. Management to identify other affected areas in the community.
- Remove fire hydrant markers by the end of March.
- Identify owner of car with cover by Port Washington and send violation letter.
- To include with next Annual Meeting mailout: include PIR procedures.

MANAGER'S AND TREASURER'S REPORT

- December 2025 Financials to be provided via email to board members. Management had not yet received the December 2025 bank statements at the time of the 1/7/26 board meeting.

OLD BUSINESS

- Policy Resolution #2025-09-01: Electric Vehicle Charging Station Policy
 - John McCann made a motion to approve Policy Resolution #2025-09-01: Electric Vehicle Charging Station Policy. Felicia Stephenson seconded the motion. Motion passed unanimously.
- Columbia Gas of Virginia Easement Offer and attorney review was discussed. Management to inform Columbia Gas that the board has denied the offer since they do not have the authority per Attorney review: After reviewing the easement agreement and the Association's governing documents, it appears the Association does not have authority to grant the easement to Columbia Gas without a 2/3rds approval from the Members. Section 2.01(c) of the Declaration states "the right of the Townhouse Cluster Association to dedicate or transfer all or any part of the Common Area to any public agency, authority or utility for such purposes and subject to such conditions as may be agreed to by the members and provided that any such dedication, sale or transfer shall not conflict with the designation of the Common Area as open space. No such dedication or transfer shall be effective unless an instrument signed by two-thirds (2/3) of each class of members agreeing to such dedication or transfer has been recorded."

NEW BUSINESS

- None

TIME, PLACE, AND LOCATION OF NEXT MEETING

- March 4, 2026 @ 7pm, Zoom
- May 6, 2026 @ 7pm, Zoom
- August 19, 2026 @ 7pm, Zoom (Budget Review)
- November 4, 2026 @ 7pm, Zoom (Annual Meeting with Board meeting immediately following)

ADJOURNMENT Board Member John McCann made a motion for adjournment at 7:42 p.m. Felicia Stephenson seconded the motion. Motion passed unanimously.

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

APPROVED BY THE BOARD OF DIRECTORS AT THE MARCH 4, 2026 BOARD OF DIRECTORS MEETING.