

**SUMMERHILL AT STONY POINT UNIT OWNERS' ASSOCIATION, INC.**

**BOARD OF DIRECTORS**

**MINUTES**

**October 22, 2024**

**2:00 PM**

**The President called the meeting to order at 2:00pm**

**In attendance:**        **The President:** Wanita Hlavaty  
                                 **The Vice President:** Judy Buchanan  
                                 **The Secretary:** Evelyn Henson  
                                 **Directors:** Sarah Campbell, Billy Wells, Sally Woodhouse

**Absent:** (*travelling*) Director Andy Gray

**Managing Agent Representative:** Kristen McNett

**Adoption and Approval of Agenda:**

Proposed by Judy Buchanan and seconded by Sally Woodhouse, agreed unanimously.

**Approval of Minutes:** Minutes for the April and August Meetings

- **April 2024:** Proposed, seconded, approved unanimously
- **August 2024:** Proposed, seconded, approved unanimously

**Board Approvals since last meeting:** *attached to these Minutes*

**Announcements:**

1. This meeting is being recorded
2. Paperwork for this meeting is on the center table
3. The President thanked Lee Hlavaty and Cheryl Hutchings for their past service on the Board.
4. The President also thanked Barbara Blasch for her work as the temporary Recording Secretary to the Board.
5. Committees are being formed but we could do with additional volunteers for Activities, and we have no volunteers for Health and Safety so the committee will become an ad hoc committee for now.

**Treasurer's Report:** Lee Hlavaty

*Attached to these Minutes.* The report was received unanimously.

**Managing Agent's Monthly Report:** The Community Manager, Bill Swift, was unable to attend this meeting. It was announced that Bill Swift would be retiring at the end of the year (2024) and that Kristen McNett, also from CPVA Management Inc., would replace him. Ms. McNett was welcomed to the Board Meeting and gave the report from the Managing Agent. She reported that they had prepared the financial reports for September and paperwork for this Board meeting. They conducted a site visit last week and prepared the package of papers for this Board meeting.

## COMMITTEE REPORTS:

### Activities Committee

The report was given by the Board Liaison, Lee Hlavaty. He explained he had been away for 30 days over the last month and thanked those residents who had assisted with community activities. He particularly thanked Cheryl Hutchings who stepped in to manage the **pizza lunch** and the **celebration dinner** - as well obtaining supplies. The residents expressed their thanks with applause. Mr. Hlavaty went on to thank Teresa McCaffrey and others who had assisted.

**The Pumpkin Decorating Workshop** had been led successfully by Ausra Huntington and Mr. Hlavaty drew attention to the decorated pumpkins on the center table.

**The Halloween potluck and costume party** will be held on October 31. There will be small prizes for the best costumes. The committee will provide heavy hors d'oeuvres and invites residents to bring other dishes to share. There is no celebration dinner in November, but they hope to arrange a date for **Mike Edwards, pianist**, to play a concert.

**Meet and Greet: November 6, 4:00pm** - this is being arranged jointly by the Communications and Activities committees. New residents are particularly invited, and other residents are invited to come to meet and greet the new people.

### Architectural Review Committee (ARC)

Two proposals :

- **3106 Lake Terrace Ct.** Application for a whole-house generator. The ARC approved it. The Board approved it unanimously.
- **3118 Lakeshire Ct.** Requested permission to extend patio 3 ft out. There was some concern about drainage. Dennis has put in a new longer downspout. The ARC approved it. The Board approved it unanimously.

### Buildings Committee

Two proposals :

- **Band-board strategy** – proposing to do three per year plus potentially two more per year as discovered due to unit turnover. If this is insufficient, or the cost becomes prohibitive, the Committee would move towards borrowing money. The costs this year have been helped by the capital contributions received on several unit sales and the lower spending on windows, thanks to Jere Barnthouse. The Board approved this proposal unanimously.
- **Replacement of 22 Windows** – \$34,711 – There is a higher unit price due to a 10% price increase and the total includes three half-circle windows at \$4,200 each. Installation will probably be in around eight weeks. The cost may come from the Reserves in the next year, rather than this year. A list of windows to be replaced will be posted in the Lobby so people know if they are affected. Approved unanimously.

### Community suggestions –

1. Move Library to the Craft room which maintains power in a power outage. The Committee felt the ambience of the present room outweighed the advantage gained in the occasional power outage. A flashlight would aid in finding the book and the resident could take it to read in a room with power supplied.
2. Testing the sewer for baseline Covid – Committee opposed spending the money after considering the potential benefit.
3. Testing waterlines for lead – no issues reported to date – residents can test in one's own unit if concerned.

**Exclusion meter update:** our installation is fine. They have reinstated us – we have asked twice about reporting the reading – need to report meter reader every month but don't know / to whom. It will reduce sewer expense by excluding irrigation water use.

**Crawl spaces** – annual inspection finished. Considering moving to 2-year inspection routine.  
**Restriping** on new tarmac should be done in the week after next.

**Resident questions:**

Carolyn Cantrell – will all band boards be done? **Answer** – over several years, yes, all the band boards with known issues will be done. After this year, we have around 13 issues we know but others may be found on inspection or sale of the unit.

Barbara Blair – is it being done under appropriate State regulations? What is our liability? **Answer:** Liability would fall on the contractor. We always use properly licensed and insured contractors.

**Communications Committee**

The Committee has caught up with all the new residents. Thanks to Gerry Doyle who enabled this.

**Finance & Insurance Committee**

Nothing further to report beyond Treasurer’s report.

**Grounds & Landscaping Committee**

**Report:** 3116 Windmoor Ct. – dead pine tree threatening to fall on fence and possibly retaining wall. Needs bids for removal.

**Report:** Trimming of bushes and shrubs. Should ensure windows and porches have two-way clear visibility to the road for safety reasons.

**Proposal:** Third stage bid to plant 32 hollies along lake bank between 3128 and 3130 Lake Terrace Ct. \$2560 – reason to prevent erosion. Board approved it unanimously.

**Reminder:** residents who requested garden plots have the responsibility to clear their designated plots for Winter and next year’s Spring, whether they used the plot or not.

**Health & Safety Committee**

No report. Committee will become an ad hoc committee.

**OLD BUSINESS:**

**Declaration and By-Laws**

Proposal: March timeframe – info sessions – Jan / Feb. 2025. Information on the Residents’ page of the website. Please use the form on the website to obtain the password.

Board Approval – unanimous

**NEW BUSINESS:**

1. **Updated Rules and Regulations** – The ARC guidelines have been added to the Rules and Regulations and the whole has been updated. Motion to accept proposed Billy Wells, seconded Sally Woodhouse. Approval voted by majority 5 votes with 1 abstention.
2. **2025 Contract Renewals** (*requires Executive Session*)

**Owner Comments:**

There were no owner comments

**Next Regular Meeting Date: November 26, 2024 – 2:00 PM**

**Motion to move to Executive Session, if any:** In accordance with 55.1-1949 (C)

**Reason:** Contract approval discussion. Proposed, seconded, voted unanimously.

**Time:** 2:50pm.

**Return from Executive Session:**

**Executive Session Proposals:**

- Nature’s Way 2025 / 2026 Contract proposed, seconded, approved unanimously
- CPVA Management 2025 Contract proposed, seconded, approved unanimously
- Community Repair Proposals Review – *proposed, seconded*, approved unanimously.

**Adjournment: Time - 3:11pm**

**Current Board:**

<b>Name</b>	<b>Position</b>	<b>Term</b>
Judy Buchanan	Vice-President	2024-2027
Sarah Campbell	Director	2024-2027
Andy Gray	Director	2023-2026
Evelyn Henson	Secretary	2023-2026
Wanita Hlavaty	President	2024-2027
Billy Wells	Director	2022-2025
Sally Woodhouse	Director	2023-2026