

**SUMMERHILL AT STONY POINT
UNIT OWNERS' ASSOCIATION, INC
BOARD OF DIRECTORS' MEETING**

**Minutes
October 28, 2025**

Attendance:

Judy Buchanan	Present	Jonathan Wark	Present
Sarah Campbell	Phone	Sally Woodhouse	Present
Andy Gray	Present	Janet Unruh	Present
Wanita Hlavaty	Present	Dave Hering-CPVA	Present

Meeting Call to Order: called meeting to order at 2:00 pm by the President

Adoption of Agenda:

Motion made, approved unanimously to approve the agenda.

Approval of Minutes:

September minutes approved by email

Board Approvals since last meeting:

Date Requested	Issue	Address	Contractor	Cost/Amount	Notes
2-Oct	Roof repair	3110 LVD	Davidson Roofing	\$ 1,390.00	Unit getting ready to sell
22-Oct	Lodge-Ice Maker replacement	Lodge	EdgeStar-A mazon	\$ 550.14	Old one broke after almost 4 years

Announcements:

- The President announced that someone suggested that we close the lodge on Sundays to save money. Rather than close the lodge, we have already reset the thermostats to go to economy settings for Saturday and Sunday. If you need the lodge, simply set the temperature at a comfortable setting – it will reset on its own that night. Please do not change the mode-it is automatic.
- She also stated that coupon books for 2026 are available from CPVA for \$15 each. Coupon books must be ordered by December 15 and can be ordered through lolet..
- In addition, she stated that the 2026 Budget meeting is Weds, Oct 29 9:30. Everyone is welcome. Please remember that guests should have very limited input during the meeting – please let the Finance committee do their job. There is also an informational budget session on Thursday, October 30 at 1:00pm.

Treasurer's Report: Lee Hlavaty

The Treasurer presented his monthly report, which is appended to these minutes. In general, we continue to be over budget YTD in several categories, including Legal and Professional Expenses, Clubhouse Maintenance, Administrative and Insurance expenses, Water, sewer and gas expenses and Landscaping. One CD was called and was reinvested at a slightly lower rate of return.

Managing Agent's Monthly Report: Dave Hering

Dave reported "business as usual", in addition to work with the President and Treasurer to prepare the preliminary budget for 2026. Dave also stated that coupon books are available for those wishing to pay monthly assessments by check. The cost is \$15 per coupon book and please see lolet for details.

Committee Reports:

Activities: Lee Hlavaty

Lee reported for the Activities Committee on several successful events in October, including two musical events, one following the Celebration Dinner.

Architectural: Barbara Blasch

No meeting – no report

Buildings: Laurel Purchase

Laurel Purchase stated that we will need access to attics when we complete the firewall work, so please clean out your attics. She requested Board Approval for two projects--remediation of rotten fascia at two units--\$2,675 at 3109 LTC and \$2,495 at 3144 LVD.

A1 completed the sidewalk repairs. We live on a water table, so the soil sinks and swells causing sidewalks to shift.

Motion made, approved unanimously to spend \$2,675 with Carpentry Done Right to repair fascia at 3109 Lake Terrace Court

Motion made, approved unanimously to spend \$2,495 with Carpentry Done Right to repair fascia at 3144 Lake Village Drive

Communications: Gerry Doyle

The next meeting is November 3 4:00 pm.

Finance & Insurance: Lee Hlavaty

Lee explained that the committee is requesting a approval of a revision to the Operating Contingency Policy to more clearly outline the method of setting contingency funds and parameters for using the funds.

He also requested permission to move \$30,000 from the Raymond James Contingency Account to the Operating fund since the Operating fund was below the threshold specified in the policy. A budget meeting is scheduled for Weds, Oct 29 9:30 am.

Motion made, approved unanimously to approve the updated Operating Contingency Fund Policy.

Motion made, approved unanimously to transfer \$30K from the Operating Contingency Fund to the Operating fund.

Health & Safety: Cheryll Hutchings

Wanita Hlavaty reported for the Health and Safety committee that they completed the flu and COVID shots. have planned the next talk for November 11 3:30 pm on "Fire, Falls and Power Outages". The December 9 3:30 pm talk will be on dealing with SAD

(Seasonal Affective Disorder) or the “Holiday Blues”, and in January the topic is Brain Health.

Landscaping: Barbara Blasch

Barbara Blash reported for the Landscape Committee that, after walking the property with representatives of two arborists, they are requesting \$2,450 to have McClatchie Tree and Lawn Care trim trees all over the grounds.

Motion made, approved unanimously to approve \$2,450 for “McClatchies Tree and Lawn Care” for Fall tree trimming.

Old Business:

None

New Business:

- Update Rules and Regulations – The President presented the updated Rules and Regulations for approval. No actual Rules or regulations were changed. Changes made were:
 - Added information about how we pay our fees
 - Added information about the portal
 - Added information about the owners list
 - Added information about the mailboxes
 - Changed anything that said “policy” to “Guideline” so we don’t confuse this with our policy document
 - Made some minor updates

Motion made, approved unanimously to accept the updated Rules and Regulations.

The President said that the Rules and Regulations will be corrected, posted and shared with the community asap.

- 3108 Lake Village Drive requires repairs – the unit is turning over. Wanita requested approval for a bid for various repairs.

Motion made, approved unanimously to approve \$5,671 for “Renovate RVA, LLC” for repairs at 3108 Lake Village Drive

Owner Comments:

Minta White asked if the trash day has changed from Monday to Tuesday. The President responded that Iolet and Dave are following up. Minta also said that she has installed wire mesh over her front porch drains to prevent snake incursions onto porches. If anyone wants help with that project, Dennis has the mesh and Minta will advise.

Jere Barnhouse asked if the above repairs go against Operating vs Reserves. The President responded that if there are a large number of repairs, it normally goes against Reserves. For one-offs, it is normally Operating. It is a grey area. She, Dave, and the Treasurer will discuss to decide.

Next meeting: Next meeting is scheduled for **Tuesday November 25, at 2:00 pm**

Motion for Executive Session:

Motion made, approved unanimously to move to executive session

Topics:

- *Trash Collection contract*

Return from Executive Session:

Motion made, approved unanimously to request another bid for trash pickup.

Adjournment:

Motion was made and unanimously approved to adjourn meeting.

Meeting adjourned at 2:44 p.m.

Respectfully submitted by
Judith O. Buchanan,
Secretary and VP

Attachments:

Summerhill UOA Finance Committee Meeting Treasurer's Report to the Board October 28, 2025

Financial Statements from CPVA Management are prepared on the Modified Cash Basis, meaning expenses are recorded as paid, and revenues are recorded as earned (accrual).

- The September Raymond James investments statements were sent out to the Finance Committee. On October 10th, an Operating CD earning 4.6% was called and was replaced with a CD earning 3.65% maturing on 1/19/2027. The Maturities Plan was discussed in the Finance Committee meeting. The next maturity date is November 18, 2025.
- **BALANCE SHEET – 9/30/2025**
 - The three investment accounts are totals for the Operating, Lodge, and Replacement Reserves investments. In September, we earned \$6,885, \$35,941 YTD (before 36% income taxes).
 - Combined operating accounts (excluding investments) were \$574 as of 9/30/2025; a decrease of about \$11,800. I would like to transfer \$30,000 from Operating investments to the Operating cash account. This will be discussed further in the Finance Committee Report.
 - \$8,420 was paid from the reserves in September for band-board work.
 - We had \$11,565 in capital contributions in September; included in accounts receivable.
 - Total Assets were \$1,164,600; an increase of \$23,700.
 - 1st Citizens Bank Loan balance was \$168,799.
 - Total Equity was \$981,200, an increase of \$27,100.
- **REVENUES AND EXPENSES STATEMENT - through September 2025**
 - Total Income was over the YTD budget by \$882 mostly due to \$1,093 collection fees recorded in August.
 - Minimal Legal and Professional expenses in September but remain over budget by \$4,800 YTD. Clubhouse maintenance included two expenses of over \$1,000 each for sprinkler service and conduit/wires for cameras and was over budget by \$4,300 YTD. Total administrative and insurance expenses were over budget by \$400 in September; over budget by \$8,600 YTD.
 - Maintenance and repairs were under budget by \$1,200 (over \$1,300 YTD).
 - Water/Sewer and Gas account was over budget in September by \$3,800 due to no invoice for one meter in August and charged to September. We are over budget YTD by \$5,600, through September, reflecting the 6% rate increase.
 - There were no significant landscaping expenses in September, but Landscaping expense remains over budget by \$12,300 YTD.
 - September was net over budget by \$3,000 (\$24,900 over budget YTD).

This concludes the Treasurer's Report.