

GATLING POINTE COMMUNITY ASSOCIATION, INC.
Minutes of the June 24, 2024
Regular Meeting of the Board of Directors

A Regular Meeting of the Board of Directors of Gatling Pointe Community Association, Inc. (“Gatling Pointe”) was held on Monday, June 24, 2024, at 1613 South Church Street, Smithfield, Virginia and by virtual attendance via Zoom Meeting ID 879 9381 3929 and by Call in to 1-305-224-1968.

Directors and Management Representative Present:

Sarah Palamara, President; Pete Carlson, Vice President; Ross Tomlin, Treasurer; Kim Burbage, Secretary; Stephanie Shipman, Member at Large; and Casey Lindblad, Association Manager.

Call to Order:

Sarah called the Board Meeting to order at 5:30 PM.

Executive Session:

First Executive Session:

Pete motioned to move in to Executive Session for the purpose of discussing covenant violation matters; seconded by Kim. Motion passed. The Board moved in to Executive Session at 5:31 PM.

Sarah motioned to move out of Executive Session; seconded by Pete. Motion passed. The Board moved out of Executive Session at 6:00 PM.

Second Executive Session:

Ross motioned to move in to Executive Session for the purpose of discussing covenant violation matters; seconded by Kim. The Board moved in to Executive at 6:25 PM.

Sarah motioned to move out of Executive Session; seconded by Pete. The Board moved out of Executive Session at 6:49 PM.

Approval of Minutes:

Ross motioned to approve the Minutes of the Annual Meeting of the Board during which Officers of the Board were elected for the 2024-2025 Board year; seconded by Stephanie. Motion passed.

Ross motioned to approve the Minutes of the Board Meeting held on Monday, April 24, 2024; seconded by Sarah. Motion passed.

Treasurer's Report: The Treasurer's Report was presented by Ross.

Total Operating Fund	\$ 44,139.48
Total Operating Reserves	37,796.30
Total Replacement Reserves	38,199.55
Total Other Reserves	20,385.26
Total Assets	\$ 140,520.65

Pete motioned to accept the Treasurer's Report as presented; seconded by Stephanie. Motion passed.

Ratification of Decisions Made by Unanimous Consent of the Board between Board Meetings:

1. Ross motioned to ratify the Exterior Modification Applications identified on Exhibit A to these Minutes approved by Unanimous Consent of the Board and by the Members of the Architectural Review Board since the last Board Meeting; seconded by Kim. Motion passed.
2. Ross motioned to ratify the decision made by Unanimous Consent of the Board since the last Board Meeting identified on Exhibit B to these Minutes; seconded by Kim. Motion passed.

Unfinished Business:

1. 2025 Budget.

The 2025 draft Budget was included in the Board Package. The 2025 Budget cannot be adopted until Management's transition to its new operating system, CINC, is complete. The Board set a schedule to adopt the 2025 Budget by not later than the August 26, 2024, Board Meeting. Ross, also serving as the Association's webmaster, will post the draft 2025 Budget to the website.

2. Front Entrance Revitalization.

Sarah noted this topic is still in its very beginning phase. Pete asked if a sub-Committee of the Board would be a good idea to work on this project. That topic will be added to the July Board Meeting agenda.

New Business:

1. Installation of Shed on Common Area.

The Board agreed to investigate installation of a storage shed at the GPP / GPP Common Area to eliminate the cost of the Association's off-site storage unit in the amount of \$960 per year. Sarah will investigate options and report same at the July 2024 Board Meeting.

2. Ice Cream Social on August 3, 2024.

The Ice Cream Social is confirmed as scheduled for 1:00 to 3:00 PM on Saturday, August 3, 2024. Kim motioned to approve a \$200 budget for food and supplies for the event; seconded by Pete. Motion passed.

3. Two Certificates of Deposit Maturing on July 9, 2024.

Stephanie motioned to approve reinvestment of two Certificates of Deposit maturing on July 9, 2024, each to be reinvested in Atlantic Union Bank for 19 months at 4.50% interest; seconded by Sarah. Motion passed.

4. Due Process Hearing Decisions.

Kim motioned to adopt the results of Due Process Hearings as discussed during Executive Session; seconded by Ross. Motion passed.

Owners Forum: Owners Forum opened at 6:20 PM and closed at 6:25 PM.

Next Board Meeting: The next Meeting of the Board of Directors is scheduled for Monday, July 22, 2024. The Meeting will be called to order at 5:30 PM, with Executive Session held between 5:30 PM and 6:00 PM. The Open Session of the Board Meeting will begin at 6:00 PM.

Adjournment: Kim motioned to adjourn the Board Meeting held on Monday, June 24, 2024; seconded by Pete. The Meeting adjourned at 6:50 PM.

Prepared by: Board of Directors.

Date Approved: Approved on July 22, 2024.

Exhibit A: Applications for Alterations, Exterior Modifications, Installations or New Construction approved since the last Board Meeting.

1. Application for 608 Gatling Pointe Parkway to install 26 solar panels on south-facing portion of the garage roof approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 04-24-2024.
2. Application for 206 Sunrise Bluff Lane to install a shed approved with conditions by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 05-29-2024.
3. Application for 208 James Landing to remove a tree adjacent to the house approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 05-31-2024.

4. Application for 207 Winterberry Lane to install gutters on the home approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 06-24-2024.
5. Application for 207 Winterberry Lane to repair rotted wood trim and wrap trim in white metal approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 06-24-2024.

Exhibit B: Decisions made by Unanimous Consent of the Board since the last Board Meeting.

1. Ratification of Unanimous Consent for Irrigation Investigation / Repairs.

Stephanie motioned to ratify the Board of Directors Unanimous Consent decision made on June 10, 2024, to approve up to \$1,000 for Daniel's Lawn and Irrigation to investigate the source of the problems with the irrigation system and to begin repairs, with any work needed above \$1,000 requires additional Board approval; seconded by Ross.