

GATLING POINTE COMMUNITY ASSOCIATION, INC.

**MINUTES OF THE JANUARY 28, 2021
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 Thursday, January 28, 2021, by remote electronic participation, currently authorized by regulations adopted by Governor Northam as part of the Commonwealth’s state of emergency status during the coronavirus pandemic.

Members Present:

Sarah Palamara, President; Bill Walker, Vice President; Ross Tomlin, Treasurer; and Stephanie Shipman, Member at Large. Stephen Serafini, Secretary, was unable to attend. Conrad Straub, Association Manager with United Property Associates, was on leave; Casey Lindblad, Association Manager with United Property Associates was also present.

Call to Order:

Sarah called the Board Meeting to order at 5:34 PM.

Executive Session:

Stephanie Shipman motioned to move in to Executive Session for the purpose of review of assessment delinquencies and to discuss and consider contracts; seconded by Ross Tomlin. Motion passed unanimously. Meeting moved in to Executive Session at 5:34 PM.

Bill Walker motioned to move out of Executive Session; seconded by Stephanie Shipman. Motion passed unanimously. Meeting moved from Executive Session to Open Session at 5:52 PM.

Decisions made in Executive Session that require a vote in Open Session appear in “Unfinished Business” or “New Business” below.

Approval of Minutes of Prior Board Meeting:

Stephanie Shipman motioned to approve the Minutes of the December 10, 2020, Board Meeting; seconded by Bill Walker. Motion passed unanimously.

Treasurer’s Report:

Ross provided the Treasurer’s Report. Stephanie Shipman motioned to approve the Treasurer’s Report; seconded by Bill Walker. Motion passed unanimously.

Ratification of Decisions Made by Unanimous Consent between Board Meetings:

1. Bill Walker motioned to ratify the Exterior Modification Application for Account #0939-1002GPP to replace sidewalk and driveway approved by Unanimous Consent of the Board on January 12, 2021; seconded by Stephanie Shipman. Motion passed unanimously.
2. Stephanie Shipman motioned to ratify the Board's decision to waive late fees for assessment payments received after January 31, 2021, due to late receipt of coupon books by Owners; seconded by Bill Walker. Motion passed unanimously.

Bill Walker motioned to amend the Board's decision to cap waiver of late fees for assessment payments received after January 31st to those payments received on or before February 12, 2021 (30 days after coupon book was received); seconded by Stephanie Shipman. Motion passed unanimously.

3. Ross Tomlin motioned to ratify the Exterior Modification Application for Account #0939-103MPL to remove two trees in the front yard approved by Unanimous Consent of the Board on January 25, 2021.

Unfinished Business:

1. Pump Station Fence Enclosure: Prior Board Meeting agendas included an agenda item to consider replacement of the Pump Station Fence Enclosure. The Landscape and Grounds Committee advised the Board the Pump Station Fence Enclosure can be rehabilitated. The Board agreed unanimously to remove replacement of the Pump Station Fence Enclosure from consideration and future discussion.

New Business:

1. Bill Walker motioned to approve the Tree Management Plan proposal by Bartlett Tree in the amount of \$1,240; seconded by Ross Tomlin. Motion passed unanimously.
2. Bill Walker motioned to approve the Bartlett Pear, Willow Oak (Sunrise Bluff to James Landing) and Crepe Myrtle (Gatling Point / Gatling Point) pruning proposal from Bartlett Tree in the amount of \$5,936; seconded by Stephanie Shipman. Motion passed unanimously.
3. Bill Walker motioned to approve the Bartlett Pear removal proposal from Jones Curb Appeal in the amount of \$1,850; seconded by Stephanie Shipman. Motion passed unanimously.
4. Bill Walker motioned to approve the Grading and Seeding of Winterberry area proposal by Jones Curb Appeal in the amount of \$310; seconded by Stephanie Shipman. Motion passed unanimously.

5. Bill Walker motioned to approve the installation of Spring Annuals at a cost not to exceed \$800 in the entrance median and Gatling Pointe Parkway / Gatling Pointe Parkway areas only; seconded by Stephanie Shipman. Motion passed unanimously.
6. Stephanie Shipman motioned to approve rehabilitation of the Pump Station Fence at a cost not to exceed \$1500; seconded by Bill Walker. Motion passed unanimously.
7. Bill Walker motioned to approve the Exterior Modification Application for Account #0939-103WC to replace the home's roof; seconded by Stephanie Shipman. Motion passed unanimously.
8. Architectural Review Board Appointment. This agenda item was tabled until the January 2021 Board Meeting pending research into the ARB's structure. The Board agreed to table this agenda item again until the February Board Meeting to meet with current ARB Members.
9. Ross Tomlin motioned to terminate the Jones Curb Appeal contract to prohibit renewal of the contract under its current terms, but to approve of retaining Jones Curb Appeal as the Association's landscape management contractor under a new contract to be negotiated in accordance with comments provided by the Landscape and Grounds Committee after review of the current contract; seconded by Stephanie Shipman. Motion passed.

Owners Forum: Owners Forum opened at 6:58 PM and closed at 7:05 PM.

Next Meeting:

The next Gatling Pointe Board Meeting is scheduled for Thursday, February 28, 2021.

Adjournment:

Stephanie Shipman motioned to adjourn the regular Board Meeting held on Thursday, January 28, 2021; seconded by Bill Walker. The Meeting adjourned at 7:06 PM.

Prepared by: Sarah R. Palamara

Date approved: February 8, 2021