

**GATLING POINTE COMMUNITY ASSOCIATION, INC.**

**MINUTES OF THE MAY 27, 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, May 27, 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, Treasurer; Ross Tomlin, Secretary; and Kim Burbage, Member at Large. Stephen Serafini, Vice President, joined at 6:40 PM. Gabrielle Godfrey, interim Association Manager, was present until 6:45 PM, when the Board agreed she should enjoy the rest of her evening with her family.

**Call to Order:**

Sarah called the Board Meeting to order at 5:33 PM.

**Executive Session:**

Bill Walker motioned to move in to Executive Session for the purpose of discussing delinquent accounts and enforcement matters; seconded by Kim Burbage. Motion passed unanimously. Meeting moved in to Executive Session at 5:34 PM.

Ross Tomlin motioned to move out of Executive Session; seconded by Bill Walker. Motion passed unanimously. Meeting moved from Executive Session to Open Session at 5:55 PM.

Bill Walker motioned to move in to Executive Session for the purpose of continuing discussion of delinquent accounts and enforcement matters; seconded by Steve Serafini. Motion passed unanimously. Meeting moved in to Executive Session at 6:45 PM.

Bill Walker motioned to move out of Executive Session; seconded by Kim Walker. Motion passed unanimously. Meeting moved from Executive Session to Open Session at 7:25 PM.

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

Approval of Minutes of Prior Board Meeting:

Board Meeting Minutes for the 04-29-2021 Board Meeting were approved by Unanimous Consent of the Board on 05-08-2021 and posted on the Association's website that evening.

Treasurer's Report:

Bill Walker provided the Treasurer's Report from the April 30, 2021, Financials provided by management as follows:

Total Operating Fund	\$ 21,967.91
Total Operating Reserves	19,274.95
Total Replacement Reserves	38,962.67
Total Other Reserves	30,000.81
Total Current Reserves	\$ 110,206.34

Ross Tomlin motioned to approve the Treasurer's Report as presented; seconded by Kim Burbage. Motion passed unanimously.

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

1. Bill Walker motioned to ratify the Exterior Modification Applications identified on Exhibit A to these Minutes approved by Unanimous Consent of the Board since the last Board Meeting; seconded by Sarah Palamara. Motion passed unanimously.

Unfinished Business:

1. Architectural Review Board. Dale Baugh volunteered during the Board Meeting to serve on the ARB. Ross Tomlin motioned to appoint Dale Baugh to the ARB; seconded by Bill Walker. Motion passed unanimously.

New Business:

1. Bill Walker motioned to write off a delinquent account for 101 Shallowford Landing (Farnsworth, Richard) in the amount of \$313.50 for delinquent assessments that accrued between 04/30/2015 through 01/31/2016; seconded by Ross Tomlin. Motion passed unanimously.
2. Bill Walker motioned to write off a delinquent account for 101 Shallowford Landing (Current Homes LLC / Cozy Homes, Inc.) in the amount of \$75.00 for delinquent assessments that accrued on 03/11/2016; seconded by Kim Burbage. Motion passed unanimously.

3. Sarah Palamara motioned to write off a delinquent account for 111 Spinnaker Run Court (Secretary of HUD) in the amount of \$54.00 for delinquent assessments that accrued on 03/11/2016; seconded by Ross Tomlin. Motion passed unanimously.

Owners Forum: Owners Forum opened at 6:35 PM and closed at 6:40 PM.

Next Board Meeting:

The next Gatling Pointe Board Meeting is on Thursday, June 24, 2021.

Adjournment:

Bill Walker motioned to adjourn the regular Board Meeting held on Thursday, May 27, 2021; seconded by Sarah Palamara. The Meeting adjourned at 7:33 PM.

Prepared by: Sarah R. Palamara

Date Approved: Approved on June 5, 2021, by Unanimous Consent of the Board.

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

1. Application for Account #0939-104 SR Lane to repaint front door and shutters approved by Unanimous Consent of the Board on 05-08-2021.
2. Application for Account #939-403 GPP to install a fence in the back yard approved by Unanimous Consent of the Board on 05-20-2021.