

GATLING POINTE COMMUNITY ASSOCIATION, INC.

**MINUTES OF THE JULY 26, 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 Monday, July 26, 2021, at 1613 South Church Street, Smithfield, Virginia. Electronic participation was available for Owners to attend virtually.

Directors and Management Present:

Sarah Palamara, President; Stephen Serafini, Vice President; Ross Tomlin, Secretary; Kim Burbage, Member at Large; and Casey Lindblad, Association Manager.

Call to Order:

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

Executive Session:

Ross motioned to move in to Executive Session for the purpose of discussing covenant and maintenance enforcement matters; seconded by Sarah. Motion passed. The Board moved in to Executive Session at 5:30 PM.

Ross motioned to move out of Executive Session; seconded by Steve. Motion passed. The Board moved out of Executive Session at 6:15 PM.

No decisions were made in Executive Session that required a vote in Open Session.

Approval of Minutes of Prior Board Meeting:

Board Meeting Minutes for the 06-24-2021 Board Meeting were approved by Unanimous Consent of the Board on 06-29-2021 and posted on the Association’s website that evening.

Treasurer’s Report:

Ross provided the Treasurer’s Report from the June 30, 2021, Financials provided by Management as follows:

Total Operating Fund	\$ 6,527.32
Total Operating Reserves	20,669.61
Total Replacement Reserves	40,016.13
Total Other Reserves	30,002.31
Total Assets	\$ 97,215.37

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

1. Steve 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 Ross. Motion passed.

Unfinished Business:

1. 2022 Budget Development. The Board asked for and received Architectural Review Board (“ARB”) input on proposed Common Area improvement projects proposed to the Board by the Landscape and Grounds Committee and then forwarded to the ARB by the Board.

Significant problems by all participants attempting to participate virtually impacted the ability of an ARB Member and the Owners to understand and respond to both in-person and virtual ARB Member participation. Sarah noted this problem will be addressed by asking the ARB to participate in a future Work Session of the Board and/or at the August Board Meeting.

New Business:

1. Steve motioned to write off Overpaid Accounts for Owners whose current address / location cannot be identified such that refunds cannot be issued as identified in Exhibit B to these Minutes; seconded by Kim. Motion passed.
2. Steve motioned to approve the installation of Fall / Winter Annuals at a cost not to exceed \$1,000; seconded by Ross. Motion passed. This expense is approved to be charged to Operating Reserves, Budget Line Item 56660.
3. Steve motioned to approve the Due Process Resolution as presented to bring the 2008 Due Process Resolution forward to 2021, effective July 26, 2021; seconded by Kim. Motion passed.
4. Ross motioned to appoint Pete Carlson to the Board; seconded by Kim. Motion passed.
5. Pete declined a suggested appointment as Treasurer. Kim did as well. Ross is currently serving as Secretary and is the Association’s webmaster. Sarah will handle the Treasurer’s duties, with support from Steve if she unavailable.

Owners Forum: The virtual participation problems noted by Owners during discussion of the 2022 Budget were noted by the Board during Owners Forum, with confirmation the Board would work to cure the problems for future Meetings.

Next Board Meeting:

The next Gatling Pointe Board Meeting is Monday, August 23, 2021.

Adjournment Steve motioned to adjourn the regular Board Meeting held on Monday, July 26, 2021; seconded by Ross. The Meeting adjourned at 7:15 PM.

Prepared by: Sarah R. Palamara

Date Approved: Approved by the Board at the Board's August 23, 2021, Board Meeting.

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.

Exhibit B: Overpaid accounts for former Owners who cannot be located

			Date	Amount
1	105 Clipper Creek Circle	Landreth, Christine and James	02/10/2015	\$ 10.00
2	306 Clipper Creek Lane	U.S. National Bank Holdings	03/21/2016	92.50
3	306 Clipper Creek Lane	Amiss, Jason and Kelly	08/14/2019	103.50
4	119 Commodore Lane	Edwards, David and Susan	02/01/2016	51.00
5	608 Gatling Pointe Pkwy	Strelow, Richard and Julia	07/18/2018	50.00
6	1000 Gatling Pointe Pkwy	Leech, David and Lynda	05/16/2014	10.00
7	104 Mariners Circle	Johnson, Gordon and Brenda	10/07/2013 through 10/04/2016	167.50
8	108 Mariners Circle	Cummins, Gerald, Jr. and Martha	11/30/2016	95.00
9	201 Mariners Circle	Ross, Ronald and Christine	06/24/2011 through 07/26/2017	241.59
10	103 Sunrise Bluff Lane	Sellers, Reginald	07/01/2015	92.50
11	103 Shallowford Circle	Christian, George and Anne	04/20/2017	20.00
12	109 Spinnaker Run Court	Smith, Margaret	10/27/2014 through 06/07/2015	65.25
13	210 Spinnaker Run Lane	Lee, Shahan and Merri	10/07/2014 through 10/07/2017	248.42
14	210 Spinnaker Run Lane	Federal National Mortgage Association	02/20/2018	78.30
15	105 South Winterberry Court	Enochs, Stephen and Mary	09/27/2013	3.00
16	102 Watch Harbour Circle	Szalwinski, Mark and Debra	10/23/2014	5.00
17	104 Watch Harbour Circle	Szalwinski, Mark and Debra	03/02/2017	8.50
18	101 Water Pointe Lane	Copeland, Kenneth	06/13/2015	92.50
19	111 Water Pointe Lane	Wennberg, Peder	05/23/2011 through 06/08/2015	316.00
				\$1750.56