

**GATLING POINTE COMMUNITY ASSOCIATION, INC.**

**MINUTES OF THE OCTOBER 25, 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, October 25, at 1613 South Church Street, Smithfield, Virginia. Electronic participation was available for Owners to attend virtually.

Directors and Management Present:

Sarah Palamara, President; Stephen (“Steve”) Serafini, Vice President and Treasurer; Ross Tomlin, Secretary; and Pete Carlson, Director, were present in person. Kim Burbage, Director; and Casey Lindblad, Association Manager, was present virtually.

Call to Order:

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

Executive Session:

Steve motioned to move in to Executive Session for the purpose of discussing delinquent accounts and possible covenant violation matters; seconded by Ross. Motion passed. The Board moved in to Executive Session at 5:31 PM.

Steve motioned to move out of Executive Session; seconded by Pete. Motion passed. The Board moved out of Executive Session at 5:55 PM.

Open Session began at 6:30 PM.

Approval of Minutes of Prior Board Meeting:

Board Meeting Minutes for the September 27, 2021, Board Meeting were approved by Unanimous Consent of the Board on October 16, 2021, and posted on the Association’s website on October 20, 2021.

Sarah advised the Board the version of the September Board Meeting Minutes was incomplete as approved, and provided a complete set of Minutes for the Board’s review and approval. Steve motioned to approve the September 27, 2021, Board Meeting Minutes as revised; seconded by Ross. Motion passed.

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Treasurer's Report:

Ross motioned to approve the Treasurer's Report from the September 30, 2021, Financials provided by Management as follows, seconded by Pete. Motion passed.

Total Operating Fund	\$ 1,924.66
Total Operating Reserves	20,163.32
Total Replacement Reserves	41,070.17
Total Other Reserves	30,003.81
Total Assets	\$ 93,161.96

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.
2. Pete motioned to ratify the decisions made by Unanimous Consent of the Board since the last Board Meeting depicted on Exhibit B to these Minutes; seconded by Steve. Motion passed.

Unfinished Business:

1. Neighborhood Gas Lamp Replacement.  
Pending proposal(s). Tabled to November 2021 Board Meeting.
2. Rock wall extension to correct grading and drainage on Gatling Pointe Parkway sidewalk from between Clipper Creek Lane to Sunrise Bluff and on to James Landing.  
Pending Proposal(s). Tabled to November 2021 Board Meeting.
3. Winterberry Lane grading and drainage correction.  
Pending Proposal(s). Tabled to November 2021 Board Meeting.
4. Solar Collection Device Architectural Guidelines.  
Steve motioned to approve the Solar Collection Device Architectural Guidelines as presented; seconded by Pete. Motion passed.

New Business:

1. Ross motioned to accept all due process hearing decisions as discussed; seconded by Steve. Motion passed.

Owners Forum: Opened at 6:31 with requests for comments from Owners. Owners Forum closed at 6:35 PM.

Adjournment            Steve motioned to adjourn the Board Meeting held on Monday, September 27, 2021; seconded by Ross. The Meeting adjourned at 6:40 PM.

Prepared by:            The Board of Directors

Date Approved:        November 13, 2021.

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

1. Application for 1000 Gatling Pointe Parkway to install a hot tub approved by Unanimous Consent of the Board and the Architectural Review Board on 10-16-2021.
2. Application for 1000 Gatling Pointe Parkway to install solar energy collection devices approved by Unanimous Consent of the Board and the Architectural Review Board on 10-16-2021.
3. Application for 211 James Landing Circle to replace two windows with one window approved by Unanimous Consent of the Board and the Architectural Review Board on 10-16-2021.
4. Application for 102 South James Landing Circle to replace the roof approved by Unanimous Consent of the Board and the Architectural Review Board on 10-16-2021.

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

1. Approval by Unanimous Consent of the Board on September 30, 2021, to rescind the motion made at the September 27, 2021, Board Meeting to approve the Jones Curb Appeal Estimate #2538 in the amount of \$800.00 to remove four pear trees in the first median at the entrance to Gatling Pointe and to remove a tree on Gatling Pointe Parkway causing an immediate slip and fall hazard at the sidewalk located at the end of Clipper Creek Lane, including grinding of the stump, when Jones Curb Appeal confirmed the price on the Estimate included only the removal of the four pear trees in the first median.
2. Approval by Unanimous Consent of the Board on October 6, 2021, of McKown Pressure Wash, Painting and Contracting Proposal in the amount of \$1,715.00 to remove dirt, mold, mildew and algae from all signage in the Community.
3. Approval of Jones Curb Appeal to service Gatling Pointe's three (3) pet waste stations for \$83.33 per month effective October 15, 2021, approved by Unanimous Consent of the Board on October 14, 2021.
4. Approval by Unanimous Consent of the Board on October 25, 2021, of Jones Curb Appeal proposal to remove four trees in the first median, including stump grinding, in the amount of \$800.00.
5. Approval by Unanimous Consent of the Board on October 25, 2021, of Jones Curb Appeal proposal to install one Crepe Myrtle tree in the first median in the amount of \$172.20.