



Board Package

April 2024

**Gatling Pointe Community Association Inc.
Board Meeting Agenda**

**Monday, April 22, 2024, Meeting convenes after the 2024 Annual Meeting and
the 2024 Annual Meeting of the Board
Open Session during the Board Meeting**

www.gatlingpointe.net

Location: 1613 South Church Street, Conference Room, Smithfield, VA

Virtual Attendance Available: Zoom

Call in: 1-309-205-3325

Meeting Id: 828 4322 4134

Passcode: 694991

Meeting called to Order

Move to Executive Session

The Board will move in to Executive Session for the purpose of discussing and considering contracts and covenant violation matters.

Any decisions made in Executive that require a vote in Open Session will be discussed under "Unfinished Business" or "New Business."

Open Session

Approval of Minutes: Approval of the Minutes of the Board Meeting held on Monday, March 25, 2024, was obtained by Unanimous Consent of the Board on Tuesday, March 26, 2024, and the Board Meeting Minutes were posted on the Association's website that day.

Treasurer's Report:

Total Operating Fund	\$33,924.38
Total Operating Reserves	\$36,008.77
Total Replacement Reserves	\$36,916.05
Total Other Reserves	\$20,338.76
Total Assets	\$127,187.96

Manager's Report: Casey Lindblad, the Association's Manager, will provide a Manager's Report of management activities since the last Board Meeting.

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

GROWTH THROUGH EXCELLENCE

1. Ratification of Exterior Modification Applications depicted on Exhibit A to this Agenda approved by Unanimous Consent of the Board of Directors since the last Board Meeting.
2. Ratification of decisions made by Unanimous Consent of the Board since the last Board Meeting depicted on Exhibit B to this Agenda. None.

Unfinished Business: None.

New Business:

1. Front Entrance Revitalization.
[Begin discussion of this topic, including scope of revitalization.](#)
2. 2025 Budget.
[Discuss draft 2025 Budget.](#)
3. Possible Community Event.
[Shredding Event. Sarah will report on research of the cost involved.](#)
4. Due Process Hearing Decisions.
[No Due Process Hearings are scheduled for this Board Meeting.](#)

Homeowner's Forum:

[Questions and comments from Owners in attendance at the Board Meeting.](#)

Adjourn

Next Board Meeting: The next Meeting of the Board of Directors is scheduled for Monday, June 24, 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.

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

1. Application for 103 Watch Harbour to replace the roof and skylights approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 04-10-2024.

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

None.

GATLING POINTE COMMUNITY ASSOCIATION, INC.
Minutes of the March 25, 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, March 25, 2024, at 1613 South Church Street, Smithfield, Virginia and by virtual attendance via Zoom Meeting ID 845 9058 0239 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; Stephen Serafini, Member at Large; and Casey Lindblad, Association Manager.

Call to Order:

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

Executive Session:

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

Ross motioned to move out of Executive Session; seconded by Kim. Motion passed. The Board moved out of Executive Session at 5:59 PM.

Approval of Minutes of Prior Board Meeting: Approval of the Minutes of the Board Meeting held on Monday, February 26, 2024, was obtained by Unanimous Consent of the Board on Tuesday, February 27, 2024, and the Board Meeting Minutes were posted on the Association’s website that day.

Treasurer’s Report: The Treasurer’s Report was presented by Ross. Steve motioned to approve the Treasurer’s Report as presented; seconded by Pete. Motion passed.

Total Operating Fund	\$ 35,414.13
Total Operating Reserves	35,115.84
Total Replacement Reserves	49,060.23
Total Other Reserves	20,315.18
Total Assets	\$ 139,905.38

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 and by the Members of

the Architectural Review Board since the last Board Meeting; seconded by Ross. Motion passed.

2. Ratification of decisions made by Unanimous Consent of the Board since the last Board Meeting identified on Exhibit B to these Minutes. None.

Unfinished Business: None.

New Business:

1. Steve motioned to reimburse Sarah for purchase of solar lamps installed at each Neighborhood lamp post to replace the gas lamps in the amount of \$1,888.80; seconded by Kim. Motion passed. Sarah abstained from voting on the motion.
2. Discussion to consider “blanket approval” without prior Application to and approval of the Board for Owners to remove Callery Pear trees, a tree identified as a Virginia Invasiveness Rank as “Medium” on the Virginia Department of Conservation and Recreation’s Virginia Invasive Plant Species List, resulted in unanimous decision by the Board for Owners to comply with prior written application to and approval of the Board to remove trees on the Owner’s Lot in accordance with Article I, Section 16, of the Association’s Declaration.

Owners Forum: Owners Forum opened at 6:24 PM and closed at 6:25 PM.

Next Board Meeting: The next Meeting of the Board of Directors is scheduled for Monday, April 22, 2024. The Board Meeting will be held following the 2024 Annual Meeting of the Owners, noticed to convene at 6:00 PM.

Adjournment: Steve motioned to adjourn the Board Meeting held on Monday, March 25, 2024; seconded by Pete. The Meeting adjourned at 6:28 PM.

Prepared by: Board of Directors.

Date Approved: Approved by Unanimous Consent of the Board on March 26, 2024.

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

1. Application for 106 South Winterberry Court to remove four Leland cypress trees approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 03-07-2024.
2. Application for 201 Winterberry Lane to replace front door approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 03-12-2024.

3. Application for 101 Winterberry Lane to repair siding and trim approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 03-12-2024.
4. Application for 100 Mariners Court to remove four dead and diseased trees approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 03-19-2024.

Exhibit B: Decisions made by Unanimous Consent of the Board since the last Board Meeting. None.

Assets

10100	Cash/Operating Account/TowneBank	\$ 33,924.38	
	Total Operating Fund		\$ 33,924.38
11020	Cash/Operating Reserve/TowneBank	\$ 36,008.77	
	Total Operating Reserves		\$ 36,008.77
11000	Cash/Replacement Res/AUB	\$ 26,735.60	
11094	Cash/CD/RR/NCB	10,180.45	
	Total Replacement Reserves		\$ 36,916.05
	Other Reserves		
11050	Cash/Tree Reserve/TowneBank	\$ 10,169.38	
11070	Cash/Weather Reserve/TowneBank	10,169.38	
	Total Other Reserves		\$ 20,338.76
	Total Current Assets		\$ 127,187.96
	Total Assets		\$ 127,187.96

Liabilities and Equity

Liabilities

	Total Liabilities		\$ 0.00
32000	Accumulated Operating Reserve	\$ 36,008.77	
	Total Operating Reserves		\$ 36,008.77
33000	Accumulated Replacement Reserve	\$ 49,707.05	
34000	Replacement Reserve Y-T-D Expense	(12,791.00)	
	Total Replacement Reserves		\$ 36,916.05
	Other Reserves		
32020	Accumulated Tree Reserve	\$ 10,169.38	
32060	Accumulated Weather Reserve	10,169.38	
	Total Other Reserves		\$ 20,338.76
34980	Retained Earnings	\$ 6,726.79	
	Current Earnings	27,197.59	
	Total Equity		\$ 127,187.96
	Total Liabilities & Equity		\$ 127,187.96



301 Bendix Rd, Suite 300
Virginia Beach VA 23452-1385

Gatling Pointe Community Assn Inc 0939
Budget Comparison Statement
03/31/2024

Account Number	Account Name	Monthly Budget	Monthly Actual	Current Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget
Income								
41100	Income-Association Fees	\$ 0	\$ 6,937.10	\$ 6,937.10	\$ 36,231	\$ 48,669.92	\$ 12,438.92	\$ 144,924
41400	Legal Administrative Income	0	0.00	0.00	0	60.00	60.00	0
42440	Due Process Income	0	390.00	390.00	0	390.00	390.00	0
42530	Interest-Delinquent Fees	0	0.00	0.00	0	56.81	56.81	0
42550	Reserve Interest Income	0	72.33	72.33	0	220.60	220.60	0
42630	Late Fee Income	0	50.00	50.00	0	164.34	164.34	0
42660	Court Costs Collections Income	0	0.00	0.00	0	625.23	625.23	0
Total Income		\$ 0	\$ 7,449.43	\$ 7,449.43	\$ 36,231	\$ 50,186.90	\$ 13,955.90	\$ 144,924
Expenses								
51400	Audit/Tax Preparation Expense	\$ 368	\$ 0.00	\$ 368.00	\$ 368	\$ 367.00	\$ 1.00	\$ 368
51500	Social Committee Expense	0	0.00	0.00	150	0.00	150.00	600
51800	Bank Service Charges	32	0.00	32.00	96	0.00	96.00	384
51950	Legal Expense- Collections	208	1,015.00	(807.00)	624	2,362.69	(1,738.69)	2,500
52200	Property Insurance	496	439.00	57.00	992	868.00	124.00	4,464
52210	Corporate Fees	25	0.00	25.00	25	0.00	25.00	140
52400	Management Fee Expense	1,999	1,998.80	0.20	5,997	5,996.40	0.60	24,798
52600	Misc Expense-General & Administrati	80	75.00	5.00	240	225.00	15.00	960
52700	Office Expense-Printing	150	190.40	(40.40)	620	390.90	229.10	2,390
52750	Coupon Books	0	0.00	0.00	920	900.00	20.00	920
52900	Postage Expense	250	244.62	5.38	400	558.48	(158.48)	1,250
Total General & Administrative		\$ 3,608	\$ 3,962.82	\$ (354.82)	\$ 10,432	\$ 11,668.47	\$ (1,236.47)	\$ 38,774
53700	Utilities-Water Expense	\$ 342	\$ 224.60	\$ 117.40	\$ 1,026	\$ 982.16	\$ 43.84	\$ 4,100
53800	Utilities-Electric Expense	60	38.43	21.57	180	206.36	(26.36)	725
Total Utilities		\$ 402	\$ 263.03	\$ 138.97	\$ 1,206	\$ 1,188.52	\$ 17.48	\$ 4,825
54290	Maint.-Common Area Grounds Expense	\$ 833	\$ 0.00	\$ 833.00	\$ 2,499	\$ 0.00	\$ 2,499.00	\$ 10,000
54300	Maint.-Lawn Contract Expense	3,338	3,150.00	188.00	10,014	3,150.00	6,864.00	40,059
54310	Maint.-Landscaping Extras/Tree Remo	1,083	0.00	1,083.00	3,249	2,160.00	1,089.00	13,000
54320	Maint.-Irrigation System Expenses	0	0.00	0.00	0	0.00	0.00	2,500
54340	Maint.-Sign Expense	25	0.00	25.00	75	0.00	75.00	300
54350	Maint.-Streets/Lights/Sidewalk Expe	1,042	0.00	1,042.00	3,126	0.00	3,126.00	12,500
54550	Maint.-Building/Fence/Grounds Expen	423	0.00	423.00	1,269	128.72	1,140.28	5,073
Total Maintenance		\$ 6,744	\$ 3,150.00	\$ 3,594.00	\$ 20,232	\$ 5,438.72	\$ 14,793.28	\$ 83,432
55160	Replacement Reserve Earned Interest	\$ 0	\$ 7.82	\$ (7.82)	\$ 0	\$ 23.40	\$ (23.40)	\$ 0
55490	Replacement Reserves	639	639.00	0.00	1,917	1,917.00	0.00	7,671
Total Replacement Reserves		\$ 639	\$ 646.82	\$ (7.82)	\$ 1,917	\$ 1,940.40	\$ (23.40)	\$ 7,671
56550	Operating Reserve Earned Interest	\$ 0	\$ 40.93	\$ (40.93)	\$ 0	\$ 123.94	\$ (123.94)	\$ 0
56551	Tree Reserve - Earned Interest	0	11.79	(11.79)	0	36.63	(36.63)	0
56553	Weather Reserve - Earned Interest	0	11.79	(11.79)	0	36.63	(36.63)	0
56600	Operating Reserves	852	852.00	0.00	2,556	2,556.00	0.00	10,222
Total Operating Reserves		\$ 852	\$ 916.51	\$ (64.51)	\$ 2,556	\$ 2,753.20	\$ (197.20)	\$ 10,222
Total Expenses/Reserves		\$ 12,245	\$ 8,939.18	\$ 3,305.82	\$ 36,343	\$ 22,989.31	\$ 13,353.69	\$ 144,924
Net Income (Loss)		\$ (12,245)	\$ (1,489.75)	\$ 10,755.25	\$ (112)	\$ 27,197.59	\$ 27,309.59	\$ 0
Net Cash Flow		\$ (12,245)	\$ (1,489.75)	\$ 10,755.25	\$ (112)	\$ 27,197.59	\$ 27,309.59	\$ 0