Board Package

August 2026

Gatling Pointe Community Association Inc.
Board Meeting Agenda
Monday, August 24, 2026
Meeting convenes at 5:30 PM; Open Session at 6:00 PM
www.gatlingpointe.net
Location: 14571 Benns Church Boulevard, Smithfield, VA
Benns United Methodist Church, Second Floor Conference Room

Virtual Attendance Available: https://meet.goto.com/368593373
Call in: +1 (312) 757-3121
Access Code: 368-593-373

Meeting called to Order

Move to Executive Session

The Board will move in to Executive Session for the purpose of discussing and considering 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: The Board Meeting Minutes for the July 27, 2026, Board Meeting are included with this Board Package for review and approval by the Board of Directors.

Treasurer's Report:

Total Operating Fund	$103,973.21
Total Operating Reserves	$47,668.18
Total Replacement Reserves	$45,984.21
Total Other Reserves	$78,509.98
Total Assets	$276,135.58

Unfinished Business:

1. Social Events for 2026:
   Santa's Sleigh: December 19, 2026 (Confirmed)

Old Business: None.

New Business:

1. Ratification of Decisions Made by Unanimous Consent of the Board between Board Meetings since the last Board Meeting depicted on Exhibit A to this Agenda.

2. Ratification of Exterior Modification Applications depicted on Exhibit B to this Agenda approved by Unanimous Consent of the Board of Directors since the last Board Meeting.

3. Review draft 2027 Budget. Target budget adoption date is not later than the August 24, 2026, Board Meeting.

4. Review Flock Safety proposal.

5. Review proposals received to pressure wash / clean and repair as needed signs in the Community.

6. Review proposals received for post-storm cleanup.

7. UPA Printing Balance

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

Owner'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, September 28, 2026. The Meeting will be called to order at 5:30 PM, with Executive Session available to the Board between 5:30 PM and 6:00 PM. The Open Session of the Board Meeting will begin at 6:00 PM.

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

None.

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

None.

GATLING POINTE COMMUNITY ASSOCIATION, INC.
Minutes of the July 27, 2026
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 27, 2026, in person at the Board's Meeting location at Benns United Methodist Church, First Floor Meeting Space, 14571 Benns Church Boulevard, Smithfield, VA, and by virtual attendance via GoToMeeting, Meeting ID 953834109, or by call in to 1+ (646) 749-3122, Meeting ID 953-834-109.

Directors and Management Representative Present:

Sarah Palamara, President; Kim Burbage, Vice President; Richard Cook, Treasurer; John Simmons, Secretary; Cathy McAdams, Director; and Katie Priore, Association Manager.

Call to Order:

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

Executive Session:

John motioned to move in to Executive Session for the purpose of discussing and considering proposals / contracts and covenant violation matters; seconded by Richard. Motion passed. The Board moved in to Executive Session at 5:30 PM.

Richard motioned to move out of Executive Session; seconded by John. Motion passed. The Board moved out of Executive Session at 5:50 PM.

Approval of Minutes: Cathy motioned to approve the June 22, 2026, Board Meeting Minutes as presented; seconded by Kim. Motion passed.

Treasurer's Report: The Treasurer's Report was presented by Richard Cook.

Total Operating Fund	$ 90,774.26
Total Operating Reserves	46,277.58
Total Replacement Reserves	44,903.21
Total Other Reserves	77,513.95
Total Assets	$ 259,469.00

Kim motioned to approve the Treasurer's Report as presented; seconded John. Motion passed.

Board Report of 2026 Community Events:

Tentative:

Santa's Sleigh: December _____, 2026 (TBD)

Old Business:

None.

New Business:

1. John motioned to ratify Decisions Made by Unanimous Consent of the Board since the last Board Meeting depicted on Exhibit A to this Agenda; seconded by Kim. Motion passed.

2. Cathy motioned to ratify the Exterior Modification Applications depicted on Exhibit B to this Agenda approved by Unanimous Consent of the Board of Directors since the last Board Meeting; seconded by Kim. Motion passed.

Owners Forum: Owners Forum opened at 6:30 PM and closed at 6:45 PM.

Next Board Meeting: The next Meeting of the Board of Directors is scheduled for Monday, August 24, 2026. The Meeting will be called to order at 5:30 PM, with Executive Session for the Board between 5:30 PM and 6:00 PM. The Open Session of the Board Meeting will begin at 6:00 PM.

Adjournment: Richard motioned to adjourn the Board Meeting held on Monday, July 27, 2026; seconded by Kim. The Meeting adjourned at 6:46 PM.

Prepared by: Board of Directors.

Date Approved: Approved _____, 2026

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

1. Change Order to Smitty's original Proposal approved at the June 22, 2026, Board Meeting, in the amount of $100 was approved by Unanimous Consent of the Board of Directors on 07.07.26.

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

1. Exterior Modification Application submitted by 106 Clipper Creek Circle to replace three panels of the aggregate driveway with aggregate approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 07-06-2026.

2. Exterior Modification Application submitted by 305 Winterberry Lane to replace the roof, siding and front door of the house approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 07-06-2026.

3. Exterior Modification Application submitted by 100 South James Landing Court to install a walkway and patio approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 07-07-2026.

Balance Sheet - Operating

Gatling Pointe Community Association Inc.

End Date: 07/31/2026

Assets			
Operating Fund			
10-10105-00	BankUnited - Operating - 1478	$103,973.21	
Total Operating Fund:			$103,973.21
Operating Reserves			
11-11025-00	BankUnited - OP Res - 0916	47,668.18	
Total Operating Reserves:			$47,668.18
Replacement Reserves			
12-11000-00	Atlantic Union - Repl Res - 6747	34,831.61	
12-11124-01	CD AUB -Repl Res - 3424 - 13M - 3.50% - 03/18/27	3,711.38	
12-11174-01	CD PFP - Repl Res - 7492- -12M - 3.60% - 01/16/27	7,441.22	
Total Replacement Reserves:			$45,984.21
Other Reserves			
13-11055-00	BankUnited - Tree Res - 0924	10,813.50	
13-11060-00	BakUnited - Front Entrance - 8807	56,882.98	
13-11075-00	BankUnited - Weather Res - 0932	10,813.50	
Total Other Reserves:			$78,509.98
Total Assets:			**$276,135.58**
Liabilities & Equity			
Operating Reserves			
32-32000-00	Accumulated Operating Reserve	47,668.18	
Total Operating Reserves:			$47,668.18
Replacement Reserves			
33-33000-00	Accumulated Replacement Reserve	45,984.21	
Total Replacement Reserves:			$45,984.21
Other Reserves			
34-32020-00	Accumulated Tree Reserve	10,813.50	
34-32040-00	Accumulated Front Entrance Reserve	56,882.98	
34-32060-00	Accumulated Weather Reserve	10,790.84	
Total Other Reserves:			$78,487.32
Equity			
35-34980-00	Retained Earnings	52,251.55	
Total Equity:			$52,251.55
	Net Income Gain / Loss	51,744.32	$51,744.32
Total Liabilities & Equity:			**$276,135.58**

Income Statement - Operating

Gatling Pointe Community Association Inc.

From 07/01/2026 to 07/31/2026

Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-date Actual	Year-to-date Budget	Year-to-date Variance	Annual Budget
OPERATING INCOME							
Income							
41100-00 Association Fees	$ 33,072.21	$43,658.00	($ 10,585.79)	$120,706.00	$130,974.00	($ 10,268.00)	$ 174,632.00
42000-00 Prepaid Association Fees	(10,911.96)	-	(10,911.96)	3,820.12	-	3,820.12	-
42440-00 Due Process Income	-	-	-	235.00	-	235.00	-
42500-00 Miscellaneous Income	528.00	-	528.00	870.00	-	870.00	-
42550-00 Reserve Interest	260.63	-	260.63	2,173.48	-	2,173.48	-
42630-00 Late Fee Income	30.00	-	30.00	1,248.27	-	1,248.27	-
42700-00 Certified Legal Cost	-	-	-	14.98	-	14.98	-
Total Income	$ 22,978.88	$43,658.00	($ 20,679.12)	$129,067.85	$130,974.00	($1,906.15)	$ 174,632.00
Total OPERATING INCOME	**$ 22,978.88**	**$43,658.00**	**($ 20,679.12)**	**$129,067.85**	**$130,974.00**	**($ 1,906.15)**	**$ 174,632.00**
OPERATING EXPENSE							
General & Administrative							
51400-00 Audit/Tax Preparation	-	-	-	485.00	450.00	(35.00)	450.00
51500-00 Social Committee Expense	1,299.75	-	(1,299.75)	1,589.06	-	(1,589.06)	600.00
51700-00 Legal-Corporate	-	-	-	239.00	-	(239.00)	-
51950-00 Legal-Collections	87.59	833.00	745.41	492.86	5,831.00	5,338.14	10,000.00
52200-00 Property Insurance	(1,030.25)	439.00	1,469.25	3,724.10	3,609.00	(115.10)	4,487.00
52210-00 Corporate Fees	-	-	-	140.00	25.00	(115.00)	140.00
52400-00 Management Fees	2,077.70	2,113.00	35.30	14,543.90	14,791.00	247.10	25,356.00
52600-00 Miscellaneous Expense	-	83.33	83.33	-	583.31	583.31	1,000.00
52700-00 Office Expense/Printing	50.74	204.17	153.43	2,035.02	1,429.19	(605.83)	2,450.00
52750-00 Coupon Books	-	-	-	-	-	-	1,200.00
52820-00 Website Expenses	-	-	-	312.95	300.00	(12.95)	300.00
52900-00 Postage Expense	108.70	188.00	79.30	1,892.70	1,316.00	(576.70)	2,250.00
53100-00 Taxes-State	-	-	-	12.00	-	(12.00)	-
53250-00 Taxes-Federal	-	-	-	61.00	-	(61.00)	-
Total General & Administrative	$ 2,594.23	$ 3,860.50	$ 1,266.27	$ 25,527.59	$ 28,334.50	$2,806.91	$ 48,233.00
Utilities							
53700-00 Water Expense	527.37	500.00	(27.37)	1,180.94	3,500.00	2,319.06	6,000.00
53800-00 Electric Expense	40.70	60.42	19.72	332.60	422.94	90.34	725.00
Total Utilities	$ 568.07	$ 560.42	($ 7.65)	$ 1,513.54	$ 3,922.94	$2,409.40	$ 6,725.00
Maintenance							
54290-00 Common Area Grounds	-	833.00	833.00	187.58	5,831.00	5,643.42	10,000.00
54300-00 Lawn Contract	3,150.00	3,244.50	94.50	22,050.00	22,711.50	661.50	38,934.00
54310-00 Landscaping Extras	-	1,083.33	1,083.33	870.00	7,583.31	6,713.31	13,000.00
54320-00 Irrigation System	-	417.00	417.00	2,075.00	2,919.00	844.00	5,000.00
54340-00 Sign Expense	-	-	-	-	-	-	250.00
54350-00 Streets/Lights/Sidewalk	-	333.00	333.00	-	2,331.00	2,331.00	4,000.00
54550-00 Building/Fence/Grounds	-	833.00	833.00	500.00	5,831.00	5,331.00	10,000.00
Total Maintenance	$ 3,150.00	$ 6,743.83	$ 3,593.83	$ 25,682.58	$ 47,206.81	$21,524.23	$ 81,184.00
Operating Reserves							
56550-00 Oper Reserve Interest	97.60	-	(97.60)	610.99	-	(610.99)	-
56600-00 Operating Reserve	1,293.00	1,293.00	-	9,051.00	9,051.00	-	15,519.00
Total Operating Reserves	$ 1,390.60	$ 1,293.00	($ 97.60)	$ 9,661.99	$ 9,051.00	($610.99)	$ 15,519.00

Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-date Actual	Year-to-date Budget	Year-to-date Variance	Annual Budget
Replacement Reserves							
55160-00 Repl Reserve Interest	$-	$-	$-	$491.49	$-	($491.49)	$-
55490-00 Replacement Reserve	1,081.00	1,081.00	-	7,567.00	7,567.00	-	12,971.00
Total Replacement Reserves	$1,081.00	$1,081.00	$-	$8,058.49	$7,567.00	($491.49)	$12,971.00
Other Reserves							
55190-00 Front Entrance Reserve	833.00	833.00	-	5,831.00	5,831.00	-	10,000.00
55360-00 Front Entrance Reserve Interest	117.71	-	(117.71)	762.86	-	(762.86)	-
56551-00 Tree Reserve - Earned Interest	22.66	-	(22.66)	154.07	-	(154.07)	-
56553-00 Weather Reserve - Earned Interest	-	-	-	131.41	-	(131.41)	-
Total Other Reserves	$973.37	$833.00	($140.37)	$6,879.34	$5,831.00	($1,048.34)	$10,000.00
Total OPERATING EXPENSE	**$9,757.27**	**$14,371.75**	**$4,614.48**	**$77,323.53**	**$101,913.25**	**$24,589.72**	**$174,632.00**
Net Income:	**$13,221.61**	**$29,286.25**	**($16,064.64)**	**$51,744.32**	**$29,060.75**	**$22,683.57**	**$0.00**