

The Grove Homeowner's Association
Board of Director's Regular Meeting
August 10, 2023
Meeting Minutes

Board of Directors Meeting

- A. **Welcome and Call to Order (President)** Matt Chafin called the meeting to order at 6:31 pm.
- B. **Roll Call and Quorum Status (President)** The following board members were in attendance: Matt Chafin, Amy Vincent, Eric Drum, Phillip Greer (virtual), and Jason Scheer. Jo Mendoza was in attendance as a representative from Community Group.
- C. **Set Adjournment Time 7:30pm (President)**
- D. **D. Approval of Agenda (President)** Amy Vincent made a motion to approve agenda, Jason Scheer seconded, and all attending board members voted in favor.
- E. **Disposition of Minutes (President) – Already been approved**
- F. **Reports:**
 1. **ARC**
 - No report
 2. **Newsletter/Publicity/Website**
 - The August-October issue was published and distributed. The next issue, covering the months of November-January, has a deadline of October 15.
 - The Fall Yard sale is September 30 with a rain date of October 7.
 3. **Clubhouse Coordinator**
 - Ashley Kundu provided an update on paid rental activity, as follows: February (5 rentals), March (7 rentals), April (4 rentals), May (9 rentals), June (2 rentals), and July (5 rentals).
 - Discussion regarding rentals for social committee events. Agreement that Social committee events will not need to sign rental agreements.
 - Discussion regarding "open" events (e.g., visit from Chesterfield County Board Members). Agreement that resident/host should sign rental agreement but incur no fee.
 - Discussion regarding Youth Rentals. Agreement that in order to qualify as a Youth Rental, the rental must benefit children in The Grove and that the host must sign a contract, but at a reduced fee of \$15.
 4. **Social**
 - Social Committee hosted many events since the last meeting, including Easter Egg Hunt, Bunco Nights, Meet & Greet, Summer Kickoff, Hula Hoop & Limbo Contest, and National Night Out.
 - Some events had to be canceled or rescheduled due to weather or lack of response.

- Future events planned, including kindergarten social, back to school night, Top Gun Movie Night.
- Committee is trying to get more people involved and will host a social committee open house.
- Storage in the clubhouse continues to be a challenge.

5. **Managing Agent**

- Approved power washing of clubhouse, 3 out buildings, pergola, trash corral and gazebo for \$675.00.

G. **Actions Taken Without a Meeting**

1. Board approved on February 15, 2023 the minutes from February 9, 2023.
2. Board approved on February 15, 2023 the proposal from Nature's Way for \$11,025.00 for playground mulch.
3. Board approved on February 28, 2023 the proposal from Nature's Way for rip-rap for \$3,100.00.
4. Board approved attorney letter for Injunctive Relief on May 8, 2023.
5. Board approved on May 25, 2023 tree removal from Nature's Way for \$950.00.
6. Board approved on May 26, 2023 tree removal from Nature's Way for \$400.00.
7. Board approved on May 26, 2023 contract with Doody Calls for bi-weekly service to dog stations.
8. Board approved on June 13, 2023 the purchase of new pool basketball hoop for \$140.
9. Board approved on June 23, 2023 WiFi at Clubhouse for 200/200 speed for \$88.08 per month.
10. Board approved on July 3, 2023 proposal from ProSeal for walking trail replacement for \$51,418.
11. Board approved on July 11, 2023 tree removal and sod for Goswick Ridge from Nature's Way for \$575.
12. Board approved on July 13, 2023 contract with Christmas Lighting Co for \$5,780.
13. Board approved on July 28, 2023 to flush cut dead tree by Nature's Way for \$750.
14. Board approved on August 2, 2023 proposal from ProSeal for trail repair for \$4,780.

H. **Unfinished Business. (President)**

1. **Walking Trails**

- Per item 10 above, after discussions with several vendors, ProSeal will perform walking trail replacement spanning from in front of the Clubhouse to the Kingham section.
- Per item 14 above, Recent storms knocked down a tree and damaged the walking path.
- ProSeal is 4-6 weeks out for scheduling on the large repair for item 10.

I. **New Business. (President)**

1. **ARC Guidelines For Vegetable Gardens**

- Matt Chafin read proposed update to guidelines and noted that proposed guidelines addresses garden plots and defines plot size (maximum and relative), but didn't address raised bed gardens.
- Question raised by Matt Chafin about how to monitor or address raised/potted gardens.
- Amy Vincent suggested striking allowance for temporary fencing from proposed update to guidelines.
- Eric Drum suggested addressing gardens on a case-by-case basis due to different foliage, house layout, etc.
- Matt Chafin suggested adding language advising cleanup and maintenance of gardens, including removal of weeds and dead plants.
- **Action:** Matt Chafin will distribute updated draft to the board for further review and discussion.

2. Reserve Study & Playgrounds

- Eric Drum noted reserve account is healthy but, citing inflation concerns, urged being conscientious of timing of expenditures.
- Discussion about postponing some capital expenditures until next Reserve Study is completed.
- Matt Chafin noted inflation spike happened right as Reserve Study was being completed and suggested applying our own inflation adjustment rather than spend money on an off-cycle reserve study (next reserve study is 3-years away).
- Resident Sandrina Exler raised concerns about reserve fund and whether we are underfunding, and will share notes with the board via email.
- Matt Chafin agreed to share Reserve general ledger with Sandrina Exler, as requested.

3. Replacement Table/Furniture In Clubhouse

- Items (e.g., couch, table) are in need of repair or replacement.
- Bathrooms are in process of being cleaned.
- Renters have provided some feedback and suggestions.
- Amy Vincent and Ashley Kundu will present recommendations to the board via email.
- Amy Vincent suggested raising rental fee to reflect future updates and improvements.
- **Action:** Get a quote to install shutters in kitchen

4. ARC Guidelines For Vehicles

- Amy Vincent proposed motion to strike words regarding vehicle registration status from current guidelines. Eric Drum seconded. All attending board members voted in favor.

5. Board Meeting/Hearing Dates:

- Going forward, hearing meetings will need to take place before general board meetings.

6. Pool Rentals:

- **Action Item:** Board will review draft pool agreement and updated clubhouse rental agreement from Ashley Kundu. Will come to agreement via email.

7. Fence Review Discussion:

- Damage is being caused to common area fencing by trees.
- Eric Drum noted that two houses in particular have trees that will need to be removed soon in order to avoid further damage.
- Homeowner suggested asking Nature's Way for discounted rate to pass on to owners to make necessary repairs.
- Homeowner commented that common area picket fence needs repainting and repair. Suggested investigating vinyl fencing prices.
- suggested addressing Unsure of how to remedy at this time. Two out of nine of homeowners have trees that will need to be removed soon in order to avoid further damage.
- Jo Mendoza to re-circulate pricing information for repairs.

J. Member Voice (President)

1. Miriam Horgan

- Presented proposal to rejuvenate Krim Point Road cul de sac island.
- **Action:** Jo Mendoza to get quote from Nature's Way to perform suggested work.

2. Gerry Mancuso

- Suggested getting better speakers so audience can hear those attending/participating in board meeting via telephone.
- Had question about dog run fencing.

3. Chris Miles

- Concern about state of neighbor's house; wondering if house is abandoned and what action could be taken.

K. Executive Session (Collections & Legal)

1. Amy Vincent made motion to move to executive session, Eric Drum seconded. The meeting was moved to executive session at 8:22pm.
2. Amy Vincent motioned to come out of executive session. Eric Drum seconded. The original board meeting was reconvened at 8:37pm.
3. Three homeowners called to a hearing. No non-compliance charges were levied.

L. Date & Time of Next Board Meeting: October 12, 2023

M. Adjournment at 8:39pm. Motion made by Amy Vincent, seconded by Eric Drum. All attending board members accepted.