

The Grove Homeowners Association
Board of Directors Regular Meeting
August 8, 2024
Meeting Minutes

Board of Directors Meeting

- A. Welcome and Call to Order (President)** Eric Drum called the meeting to order at 6:30pm.
- B. Roll Call and Quorum Status (President)** The following board members were in attendance: Eric Drum, Matt Chafin, and Jason Scheer. Jo Mendoza was in attendance as a representative from Community Group. Amy Vincent joined via telephone.
- C. Set Adjournment Time 7:30pm (President)**
- D. Approval of Agenda (President)** Matt Chafin made a motion to add a discussion of Rental of the Clubhouse by an Elected Official to New Business, item 6. Eric Drum seconded, and all attending board members voted in favor.
- E. Disposition of Minutes (President) – Already been approved.**
- F. Reports:**
1. ARC - SmartWeb Report
 - Reviewed June 1 - August 7 activity. There are still three ARCs in the queue, two need more information.
 2. Newsletter/Publicity/Website
 - Cathy Allen provided an update via email.
 1. The August-October issue has been printed and distributed to the neighborhood and will be mailed to advertisers today. The advertisers have been billed.
 3. Clubhouse Coordinator
 - Ashley Kundu provided an update on clubhouse activity.
 1. All new furniture is now in place.
 2. Rental activity is expected to pick up in August after a slow July.
 4. Social
 - Ashley Kundu provided an update on event activity.
 1. National Night Out had strong turnout with two food trucks.
 2. Family Movie Night also had good turnout.
 3. The new neighborhood book club is up and running.
 4. Game Night resumes in September.
 5. The Kindergarten Social took place August 14.
 6. A new neighborhood event, the Middle School Pool Party, takes place August 16.

7. The Neighborhood Yard Sale is scheduled for September 28.
5. Managing Agent
 - Jo Mendoza provided an update on recent activity and initiatives.
 1. Received an email asking if Board instructed Nature's Way to trim bushes near Kingham entrance and suggesting that the work was sub-par.
 2. Received a complaint from a resident on Goswick Ridge Road about a next-door neighbor. Board will investigate.
 3. Asked for a motion to move money from money market to CD
 - a. Matt Chafin made a motion to move \$23,016.89 plus interest from Primis account to operating account to fund operating expenses. Eric Drum seconded, and all attending board members voted in favor.

G. Actions Taken Without a Meeting

1. On May 2, 2024 board approved minutes from April 11, 2024 meeting.
2. On June 26, 2024 Board approved repairs to playground gate for \$275.00.
3. On July 4, 2024 Board approved playground removal from VPS Recreation for \$1,190.00.
4. On July 17, 2024, Board approved proposal from Nature's Way to clean up some trees for \$815.00.
5. On July 17, 2024 Board approved to allow Chesterfield County to install license plate reader at the entrance of Woolridge at no charge.

H. Unfinished Business. (President)

1. Semi-Annual HOA Statements
 - Eric Drum tabled pending discussion on new management company.
2. Storage Shed
 - Item discussed under New Business, item 1.

I. New Business. (President)

1. Pool Furniture
 - Ashley Kundu made suggestions for improving allocation of funds.
 1. Storing all social committee items in the existing storage shed (on left side of pool when viewing from the clubhouse)
 2. Rerouting money originally allocated for the construction of a new shed toward new pool chairs and weather-resistant covering.
 3. Converting and cleaning other shed (on right side) for improved storage.
 - Amy Vincent suggested going through swim companies to get the best price on pool furniture.
 - **Action:** Jo Mendoza to provide contact information for the pool furniture company.
2. Pool Maintenance/Reserves
 - There have been concerns over pool lights and general state of the pool.
 - Board reviewed reserve studies to identify projects by projected date.
 - In the short term, the ladder needs to be fixed or replaced, as it is very loose.
 - Board discussed reviewing pool management documents and contracts.

1. Jo Mendoza is soliciting quotes from the current pool management company and a competitor as our contract is set to expire at the end of this pool season.
 - Board agreed to table the issue for future discussion
3. Budget Considerations
 - Matt Chafin asked Jo Mendoza and Community Group to prepare the budget as per normal process.
 - Matt Chafin will distribute the social committee budget to all Board members and Community Group.
4. Corporate Transparency Act
 - Jo Mendoza advised that Community Group was supposed to get communication out to all Boards.
 1. Community Group says that Boards will have to comply with the new Act, and that the cost for compliance through Community Group would be about \$900.
 - Eric Drum asked to table discussion pending review of management companies.
 - **Action:** Jo Mendoza will send an instructional YouTube video walking through the compliance requirements.
5. 2022 & 2023 Management Rep Letters from AJC Auditors
 - Matt Chafin signed the letters, as required. No additional fees were incurred.
6. Rental of the Clubhouse by an Elected Official
 - Matt Chafin proposed changing the language of the rental agreement to waive the \$50 fee for current elected officials who are not running for office while keeping the fee in place for candidates during election season.
 - Eric Drum made a motion to approve. Matt Chafin seconded, and all attending board members voted in favor.
 - **Action:** Jo Mendoza will update contract language.

J. Member Voice (President)

1. **Harry Sinclair, Krim Point**
 - Revisited discussion about hanging an American Flag inside the Clubhouse.
 - Had a question about the license plate reader being installed at the entrance on Coalfield Road.
 1. Eric Drum explained that its intention is to catch potential criminals coming and going from Midlothian Mines Park.

K. Executive Session (Collections & Legal; Contracts)

1. Matt Chafin made a motion to move to executive session. Eric Drum seconded. The meeting was moved to executive session at 7:27 pm.
2. Jason Scheer motioned to come out of executive session. Eric Drum seconded. The original board meeting was reconvened at 8:03 pm.

L. Date & Time of Next Board Meeting: October 10, 2024

M. Adjournment at 8:04 pm. Motion made by Eric Drum, seconded by Matt Chafin. All attending board members accepted.