

The Grove Homeowners Association
Board of Directors Regular Meeting
October 10, 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, Phillip Greer and Jason Scheer. Jo Mendoza was in attendance as a representative from Community Group.
- C. Set Adjournment Time 7:30pm (President)**
- D. Approval of Agenda (President)** Jason Scheer made a motion to approve the agenda. Matt Chafin seconded, and all attending board members voted in favor.
- E. Approval of Minutes (President)** Jason Scheer made a motion to approve the minutes. Matt Chafin seconded, and all attending board members voted in favor.
- F. Reports:**
1. ARC - SmartWeb Report
 - Community Group submitted a summary report to Board via email.
 2. Newsletter/Publicity/Website
 - Cathy Allen provided an update.
 1. The next edition is scheduled to cover November, December, and January. The deadline for advertising submissions was extended through October 25. Cathay noted that advertisers need to be solicited for each individual issue.
 3. Clubhouse Coordinator
 - Ashley Kundu provided an update on clubhouse activity.
 1. We are heading into a busy period of rentals.
 4. Social
 - Ashley Kundu provided an update on event activity.
 1. There were several very successful events before the beginning of school year.
 - a. The first-ever Middle School Pool Party was a hit and will be hosted again going forward.
 2. Grovetoberfest is October 19 and volunteers are needed.
 3. Game Night, Book Club, Blood Drive, and Holiday Celebration are all on the schedule.
 5. Managing Agent

- Jo Mendoza raised a concern about the interoperability between SmartWebs and other platforms that may be utilized by the new management company.

G. Actions Taken Without a Meeting

1. On August 28, 2024 board approved repairs to the gray fence replacing 10 posts for \$2,925.
2. On September 3, 2024 Board approved 2025-2026 Irrigation Contract with Nature’s Way.
3. On September 5, 2024 Board approved repairs to white picket fence for \$200.
4. On September 18, 2024 Board approved to transfer \$50k from Money Market to Operating account.
5. On September 18, 2024 Board approved Bayne’s to place shelves in the shed for \$650.00.
6. On October 8, 2024 Board approved pool contract with Douglas Aquatics for \$55,000;

H. Unfinished Business. (President)

1. No unfinished business.

I. New Business. (President)

1. Pool Maintenance/Reserve Study
 - Matt Chafin commented that Reserve Study has several sections that cover the pool.
 - Phillip Greer provided a detailed update on the state of the pool, the new pool maintenance provider (Douglas Aquatics), and related maintenance.
 1. No major repairs expected in the coming year.
 - a. There is no need for resurfacing at this time.
 - b. There is no major leakage.
 - c. There is no need for resurfacing at this time.
 2. Areas that will need attention include:
 - a. New floats on lane lines
 - b. Low lane lines on both sides
 - c. The Skimmer is opening and sagging, hoping for simple repair versus total replacement.
 - d. Pool ladder needs replacement.
 3. One area of concern was black mold that emerged toward the end of the summer.
 - a. Douglas Aquatics provided treatment in advance to prevent occurrence next year.
 - b. Better maintenance will help alleviate the need for some items in the reserve study.
 4. Regarding the switch to Douglas Aquatics, Phillip Greer noted that the prior provider was not delivering adequate service. Douglas Aquatics seemed more attentive and there will be a supervisor on-site once a day.
 5. Under the new contract, we will have two lifeguards present—one at the pool and one at the gate.

6. Douglas Aquatics recommended that the second lifeguard should be utilized to check pool passes.
 - a. Matt Chafin mentioned pool pass validation in the past was problematic because we didn't have volunteers to hand out pool passes and pool management/lifeguards wouldn't check them.
 7. Regarding pool furniture, the current chairs are 20 years old and in varied states of repair. There are three options available:
 - a. Restrapping chairs as needed.
 - b. Restrapping chairs as needed and painting them to look like new.
 - c. Obtaining all new furniture.
 - **Action:** Phillip Greer to investigate new pool management software.
2. Corporate Transparency Act
 - Eric Drum mentioned that we had discussions with the new management companies and they will be able to help advise us on next steps.
 - Eric Drum signed the Corporate Transparency Act Opt Out Form, signifying Board is opting out of having Community Group pursue compliance with Act.
3. Budget Considerations
 - Matt Chafin gave an update on the state of the Budget.
 1. Board received quotes from two management companies. The quotes were very close and competitive, representing a 7.5%-8% increase versus current costs. Community Group's annual cost would have increased by 4% per terms of current contract.
 2. Board is looking to strategically reinforce reserve funds.
 - a. The most recent Reserve Study was completed in 2022, right before inflation spiked. As a result, Inflation expectations cited the stud are not in line with actual inflation. To rectify, Board will have to reinforce reserves to ensure the community has enough to take care of expenses.
 3. Estimated that the current budget under discussion would increase annual dues by \$25 per household.
 4. Board is exploring options to change the due date for annual dues, possibly to March. Board is also looking at options for homeowners to split payments into two installments to lessen burden on homeowners.
 5. Homeowners may continue to pay their dues monthly.
4. Trees Along Fence Line
 - Continuing discussion regarding white fence along Grove Hill Road.
 - Community Group solicited proposals for removing all trees in common ground and on owner's property to figure out a general budget.
 1. There are three proposals, including from Nature's Way (\$22,550), McCormick Tree Care (\$22,775), T&B Landscaping (\$17,150). McCormick

and T&B included necessary stump removal in pricing, while Nature's Way did not.

2. Board needs to decide how much of tree removal costs the community will be willing to incur.
 - a. Eric Drum raised concerns that if homeowner(s) do not agree to remove any trees at their own expense, we would leave gaps in fence.
 - Eric Drum suggested doing it in phases, with certain sections of fence and trees at a time.
 - **Action:** Request Nature's Way to confirm and mark which prices on their proposal contain stump removal/grinding
5. Maturing CD and Other Investments
 - Matured CD is now in Operating Account (\$134k). Operating Account is non-interest bearing account.
 - Matt Chafin made a motion to open \$100,000 Blue Ridge Bank Money Market account. Eric Drum seconded. All attending Board members approved.
 - **Action:** Jo Mendoza will open the account and transfer \$100,000.
6. Vote on New Management Contract (Goodman Management or My Street)
 - On October 2, Board sent official notice to Community Group to terminate current contract by December 31, 2024. Community Group acknowledged and agreed to the request via email, with official response forthcoming.
 - Board had productive and informative conversations with MyStreet and Goodman Management. Both proposals were very close in terms of price.
 1. Amy Sinnet provided input that both companies would do a good job, though she would lean towards Goodman Management.
 2. Eric Drum noted that Goodman Management has successfully transitioned several communities, including Magnolia Green, which gives him confidence in choosing them.
 3. Matt Chafin said both companies were comparable and he would be comfortable with either. Acknowledged that Goodman Management would be charging a transition fee while MyStreet would not be charging a fee.
 4. Philip Greer commented that he felt more confident with Goodman's ability to manage the transition and with the leadership team.
 5. In response to a question, Eric Drum responded that both management companies will manage violations and the managers themselves will be performing inspections. Letters will be sent to the Board for review before being sent to homeowners. Both companies can integrate with SmartWeb.
 - Board initiated a Roll Call Vote on hiring Goodman Management
 1. Eric Drum: Yay
 2. Matt Chafin: Nay

3. Jason Scheer: Yay

4. Philip Greer: Yay

- **Action:** Board voted and selected Goodman Management as new management company.

7. Welcome Committee Chair Volunteer

- Board is looking for a new Welcome Committee Chair.
 1. The Welcome Committee brings a welcome package to new residents when they move into the neighborhood.
- **Action:** Carolyn Grimes volunteered to be the new Welcome Committee Chair. Her name was added to the email list for new accounts opened.

J. Member Voice (President)

1. Carolyn Grimes, Krim Point

- Coyotes are living in storm drains on Krim Point Loop.
 1. **Action:** Jo Mendoza reached out to Virginia Wildlife.
- Follow-up question on bringing an American Flag to meetings. Unfortunately, there is no good place to store the flag properly and respectfully. Board is willing to incur the expense of purchasing a flag, but would look for volunteers to store and transport the flag to meetings.
- Voiced concerns about lack of inspections between now and January 1, 2025 when the new management company takes over.
 1. **Action:** Carolyn will provide Jo Mendoza with addresses so letters can be sent.
- Asked about downed tree branches in area on Grove Hill Road between Krim Point Road and Coalfield Road. If it's wetlands, Nature's Way cannot remove debris. If it is common property, it can be removed.
 1. **Action:** Jo Mendoza requested Nature's Way to confirm if fallen dead tree is located in Wetlands area near the Krim Point gazebo

2. Cathy Allen

- Asked if an announcement about transitioning to Goodman Management should go in the newsletter.
 1. Eric Drum responded that we would ask Goodman Management for their guidance.

K. Date & Time of Next Board Meeting: December 12, 2024 at 6:30 pm.

L. Adjournment at 8:17 pm. Motion made by Eric Drum, seconded by Matt Chafin. All attending board members accepted.