

A regular meeting of the Coventry Homeowners Association, Inc. (CHOA), and an annual member meeting of CHOA was held Monday, December 11<sup>th</sup>, 2023. The meetings were held at the Coventry Clubhouse, 100 Wrought Iron Bend, Yorktown, VA 23693.

I. CALL TO ORDER

President, Julianne Post, called the Open Session to order at 6:47 pm.

II. ATTENDANCE OF BOARD MEMBERS

The following board members were present: Julianne Post, Jiselle Anderson, Randy Wojcik, Ruthann Gray-Grabowski, and Gary Cusack.

III. EXECUTIVE SESSION

The Board went into Executive Session at 6:48 pm to review PTO requests from staff.

IV. MEMBER MEETING

The Board called the Annual Member Meeting to order at 7:13 pm.

V. QUORUM CERTIFICATION

Quorum was met.

VI. VOTING

Members voted using ballots on the following:

- Appointment of Director
- Adoption of 2024 budget
- IRS Resolution

VII. DOOR PRIZES

The board raffled three prizes to CHOA community members in attendance.

VIII. OPEN FORUM

To allow time for the voting count the board went into Open Session at 7:20 pm.

IX. REVIEW AND APPROVE MINUTES

Minutes from October 2023 were reviewed by the board and approved through unanimous consent.

X. TREASURER'S REPORT

Mr. Wojcik presented the monthly Treasurer's Report and answered questions from the board.

XI. ARC REVIEW

The following was approved by the ARC in November 2023: replacing a fence, portable spa, replacing railing with vinyl, additional flood lights, replacement of front door and storm door, replacement of driveway, removal of tree.

The following was denied by the ARC in November 2023: "Staining of fence as sample of stain appears to be paint and this will create patchwork appearance."

## XII. UNFINISHED BUSINESS

A. **Fallen Tree Quote:** Director, Gary Cusack motioned to have All Around Property Management remove the tree that has fallen over Patrick Lake for the quote of \$1,000. There was a second and the motion passed.

B. **Window Replacement:** The topic is tabled for further review.

C. **2024 Pool Management Contract:** President, Julianne Post made the motion to contract with Clearwater Pool Management for the quote of \$61,700 for the Clubhouse Pool and \$67,700 for the Harvest Lake Pool for the 2024 pool season. The motion had a second and the motion passed.

D. **Hardscape Project at 138 Ivy Arch- Fire Hydrant Platform Estimates:** Tabled for further review.

## XIII. MEMBER MEETING

The Board went back into the Annual Member Meeting Session at 7:41 pm.

## XIV. VOTING RESULTS

Gary Cusack was approved as a director of CHOA.

The 2024 budget was approved.

The IRS Resolution was approved.

## XV. OPEN SESSION

The board went back into Open Session at 7:42 pm.

## XVI. UNFINISHED BUSINESS CONTINUED

E. **Paint Clubhouse, Pavilion and Pumphouse Estimates:** Tabled for further review.

## XVII. NEW BUSINESS

A. **New Arc Member:** Director, Gary Cusack motioned to have resident Hunter Thurman added to the ARC Committee. The motion had a second and the motion was passed.

B. **Electricians Invoice:** President, Julianne Post motioned to pay the invoice of \$3,066 from R.M. Lawson Electric Company LLC. The motion had a second and the motion passed.

C. **Replace Fountain Motor at Patrick Lake Estimates:** Tabled for further review.

D. **Resident Request for Donation of Free Clubhouse Rental:** President, Julieanne Post motioned to not allow the donation of the clubhouse for free. The motion had a second and the motion passed.

E. **Resolution:** President Julianne Post motioned to rescind resolution 5-01 and in its place resolution 2023-7, which states, "Now Therefore...any contract for purchase, lease, or renting of material or equipment, or for the provision of services, of which the Association will pay more than \$2,500 will require a minimum of three competitive bids when available. However, the Association need not accept the lowest bid." and "Now Therefore...exemption from this rule occurs when a contractor is placed on the Coventry HOA Preferred Vendors List. A vendor is placed on this list when they have displayed quality work with reasonable prices. A vendor can be taken off the preferred vendors list at any time if there is a loss of quality of work or an unreasonable increase in pricing."

F. **Beautification Committee Proposal:** President, Julianne Post motioned to approve the Beautification Committee Proposal for a total cost of \$1625. There was a second and the motion passed.

G. **Tennis Courts:** Tabled for further review.


H. **Concrete Trash Cans:** President, Julianne Post motioned to purchase two concrete trashcans for the Pavilion in the 2023 budget year for the total cost of \$1,213.82. The motion had a second and the motion passed.

I. **Owen Davis Pavers:** President, Julianne Post motioned to purchase pavers needed off of Owen Davis if under the cost of \$1,000. The motion had a second and the motion passed.

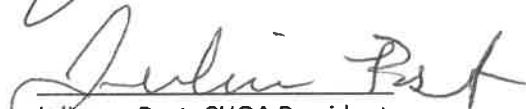
**XVIII. OPEN FORUM**

Residents expressed questions and provided comments to the board.

The meeting adjourned at 8:15 pm.



Jiselle Anderson, CHOA Secretary



Julianne Post, CHOA President