

A regular meeting of the Board of Directors of the Coventry Homeowners Association, Inc. was held Monday, March 13th, 2023. The meeting was held at the Coventry Clubhouse, 100 Wrought Iron Bend, Yorktown, VA 23693.

I. CALL TO ORDER

President, Julie Post, called the Open Session meeting to order at 7:04 pm.

II. ATTENDANCE OF BOARD MEMBERS

The following Board Members were present: Julianne Post, Ruthanne Gray Grabowski, Randy Wojcik, Jiselle Anderson, Gary Cusack.

President, Julianne Post introduced and welcomed the newest Board Member, Gary Cusack and then read the resignation letter from Tony Collins and wished him well.

III. REVIEW AND APPROVE MINUTES:

The board reviewed and approved the previous board meeting notes.

IV. TREASURER'S REPORT

Randy Wojcik provided the monthly treasurer's report and answered questions from the board.

V. ARC REPORT

The board reviewed the ARC report and have no comments or concerns at this time.

IX. CLUBHOUSE PRICING PROPOSAL

Board Member Ruth Ann Gray Grabowski introduced her proposal to realign clubhouse rental prices. The board tabled the proposal for further review.

X. UNFINISHED BUSINESS

- A. **VDOT**: Coventry has added a request for a crosswalk between Blacksmith Arch and Seekwright Dr. York County reports it will have to complete a study to determine if the crosswalk is needed.
- B. **Verizon Tower**: President, Julianne Post resubmitted an application and tried to reach the contact at Verizon but continues to wait for a response.
- C. **Automation System**: The automation system is currently being put in each pool.
- D. **Library Box**: Topic continues to be tabled as there are more pertinent issues to address.
- E. **Stump Removal**: Stump removal has not started. The board will have staff call Smith's Tree Care Service to request a start date.

XI. NEW BUSINESS

A. Swim Team Proposal:

The swimming team's proposal was reviewed by the board. The board tabled the topic as they will need review regarding the swim team's requests for a multi-year contract and the request that Coventry provide the lifeguards for the swim team. The president of the GPSA then requested that a gate be added to the left side of the pool. The board will also table this topic for further review.

- B. Clubhouse Painting:** A board member made a motion to paint the inside of the clubhouse. The motion had a second but the motion did not pass.

C. Trash Cans

Board member, Jiselle Anderson motioned to test out the use of a cheaper, 32-gallon trash bins that can be held in position with a sign for throwing away dog waste. The motion had a second and the motion passed.

- D. York County HOA Meeting:** The board let residents know that York County has HOA meetings for the community. The next one will be March 30th at 6:15 PM. The board requests if anyone has a question, they would like asked at the meeting please email the president at coventryboardmember@gmail.com.

- E. Dog Receptacle Grant:** Board member, Jiselle Anderson made the motion to apply for a grant that will provide more dog receptacles to the community. The motion had a second and the motion passed.

- F. Disclosure Packages:** The board will ensure disclosure packages continue to be accurately provided as determined by law.

- G. **Consultant:** The president, Julianne Post made the motion to hire a HOA consultant for 10 hours of work. The motion had a second and the motion was passed.
- H. **Emergency Situations:** Board member, Jiselle Anderson requested to review the ARC process and what happens in emergency situations. New Board member, Gary Cusack who is also on the ARC Committee, reports that in the past, the office staff would contact the ARC chair who would either make a decision or contact the rest of the ARC board to make a quick decision in an emergency situation.
- I. **Late Dues:** It was confirmed that pool amenities are being suspended for individuals late on dues. Sub-associations are reporting they are also able to suspend pool amenities for late fees.
- J. **Moko App:**
The president, Julianne Post introduced a possible app for the community called Moko. It would allow residents to pay dues online, submit work orders online, and have documents online. The set-up fee is \$1,000-\$2,000 and then there is a monthly maintenance fee. This topic will be tabled for further review.
- K. **Truck:** The Coventry maintenance truck was and needs cleaning and repairs. It now has had a thorough interior cleaning and seat covers have been added. The repair of the tailgate that will not close is scheduled for March 23rd. The truck has been taken to the mechanics and required \$2,200 in repairs. The next maintenance manager will be responsible for ensuring the truck stays in good condition.
- L. **Maintenance Manager:** President, Julianne Post confirmed that a job description for a new maintenance manager has been created and will be advertised.
- M. **Community Day:** Community Day has been rescheduled for Saturday, April 29th and will be advertised via social media.
- N. **Pools:** The board reports that the pool slide will be removed soon by Clearwater Pool Services. A separate concrete company is also filling some holes and covering some rebar with concrete, which once done will mean that all pool repairs have been completed.
- O. **Beautification Committee:** The committee leader, Orlando Stephens presented proposals for three more benches to receive hardscaping. A board member made the motion to hire Ultimate Hardscapes at the cost of \$6,290. The motion had a second and the motion passed.
Mr. Orlando featured a picture of edging that needs to be removed. The Beautification Committee was given permission to remove the edging.
The Beautification Committee would like to restore the entrance monument and get permission from the homeowner nearby to trim back their trees so the sign will be visible to the community. The topic is tabled as a full proposal has not been provided.
Mr. Orlando informed the board he has requested the extra lighting off of Ferguson Glade from York County. The President, Julianne Post requested Mr. Orlando add another light to the request. There needs to be a light on the crosswalk leading out of Coventry on the right-hand side.
Mr. Orlando provided two proposals for Azaleas. Mr. Orlando clarified that the Azalea bed proposals last month were for the beds only, not for the actual flowers. The HOA president informed Mr. Orlando he needs to have three proposals before the board can consider the purchase of Azaleas.

XI. OPEN FORUM

Residents expressed questions and provided comments to the board.

The meeting adjourned at 9:21 pm.



Jiselle Anderson, CHOA Secretary



Julie Post, CHOA President