

Community & BOD Minutes

Countryhouse Service Group V, Inc.

DATE January 21, 2025

TIME 9:30 am

MEETING CALLED TO ORDER BY Diana Sinisi, President

IN ATTENDANCE

Board members: Tom O'Connell, Diana Sinisi, Martha Martin, Bonnie O'Connell, Betty Robie
Quorum established.

Committee Chairs: Tony Daniels, Jim Fink, Pat Arnold

Mill House Director: Michelle Johnson

6 HOA members plus 8 via Zoom

MOTION TO APPROVE THE CONSENT AGENDA

MOTION 01-03-25, Approved 01/21/2025, Diana Sinisi moved to approve the consent agenda and Martha Martin seconded the motion. 5 voted to Approve.

MOTION 01-01-25, Approved 1/15/2025 in AppFolio, Inspect using camera and sonic tools. Water jet all catch basins and drainage pipes to clear them of debris. Report back on any recommended repairs. Awarded to NC Drainage \$26,500

MOTION 01-02-25 Approved 1/20/2025 in AppFolio, 463 Beechmast, Add a wheelchair accessible ramp. Homeowner Paid.

PRESIDENT'S REMARKS, DIANA SINISI

- **Community Newsletter** – Helen Thompson has done an excellent job of putting together the current newsletter.
- **Bylaws** - The Board will undertake the task of reviewing and revising the bylaws in an effort to modernize them.
- **Risk Management Committee** - Pat Arnold has agreed to head the new committee and is looking for qualified members.
- **Drainage & Erosion Committee Update** - **1. Close Drains:** NC Drainage will inspect all close drains using camera and sonic tools, water jet all catch basins and drainage pipes to clear them of debris and report back on any recommended repairs. **2. Crossvine/Lassiter drainage issue:** Steve Stewart from the FHA attended a meeting with Michelle Johnson, Betty Robie, Steve Botbyl, John King, Tom O'Connell and Diana Sinisi. Steve Stewart agreed that FHA was partially responsible for improving the drainage in Crossvine due to the water emanating from FHA closes. **3. Roadway drainage issues:** The committee will continue to pursue NC DOT and Chatham County regarding drainage issues along Village Way and Beechmast. **4. Drainage Mapping:** Self drain mapping by the Committee and Volunteers saved Countryhouse 10 to 15 thousand dollars. Thanks to the Drainage Committee for their excellent work!
- **Board Position Openings** - There are two openings including the Secretary position.

PROPERTY MANAGER'S REPORT, MICHELLE JOHNSON

Financials

Monthly financials will be shared by the Finance Manager, with the Treasurer by the tenth of each month, the Treasurer will approve and then share with the full board. Countryhouse federal and state tax returns were sent in with payment.

Landscaping

Ruppert Landscaping began servicing Countryhouse on January 1, 2025. Ruppert sends pre-notifications and property service reports to Bonnie, Keith and Michelle. Ruppert picked up Christmas trees and did leaf removal.

Work Orders

During the period of December 18 through January 21, Mill House opened 17 work orders. Landscaping requests are now being tracked through the work order system in Appfolio.

Community Wide Work

The board approved the drainage project proposal from NC Drainage. The proposal has been signed and the project will be scheduled.

Mill House sent a tree proposal to eight vendors. A tour of the property was offered to all vendors and Mill House set up appointments with the tree committee and vendors. Answers to any question a vendor had were shared with all vendors. An updated list will be sent to the bidders.

Michelle, along with Bonnie O'Connell and Betty Robie, attended a close meeting in the 468 Beechmast close and shared information about how to submit a work order for landscaping or maintenance, information on the Countryhouse website and encouraged all homeowners to attend the community meetings.

Michelle met a licensed contractor, John King, Tom O'Connell, Steve Botbyl and Diana Sinisi at the garage of 429 Wintercrest East and then on Baneberry to look at the water infiltration issues. Gregg Melville will send proposals for both jobs.

Michelle contacted Reserve Advisors about doing a reserve study and Bernard Robinson about doing an audit and will follow up.

Michelle contacted Chief Roofing about moss on the roofs. Chief does not recommend cleaning moss from the roofs. He noted that all roofs that have been replaced are now under warranty for algae. He instead recommends replacing garage roofs before replacing the Beechmast roofs.

Michelle and Annetta met with Betty again on January 8 to go over processes. It was discussed that homeowners should either submit a work order in Appfolio or contact the Mill House office for any maintenance or landscaping issues. A close rep zoom meeting will be scheduled for March 4 at 11am to make them more familiar with Appfolio and the Countryhouse website. The same information will be shared with homeowners at the board meeting on March 18.

Bagwell Holt has been hired to file for the Corporate Transparency Act. On December 26th, the Fifth Circuit Court of Appeals again issued an injunction due to the fact that there will be a final judgment likely in the next few weeks. It is up

at the Supreme Court, so we are just waiting to get a final ruling at this juncture.

TREASURER'S REPORT, MARTHA MARTIN

The finance committee has issued the monthly report for December 2024 which is also our year-end financial report. Our year-end 2024 fund (reserve) balance is \$441,326. That is \$53,439 higher than the originally budgeted year end fund balance of \$387,887. This is good news. We are being good stewards of our community's finances while keeping up with maintenance and capital projects.

The cash flow for Q1 2025 (Jan – Mar) will allow us to pay for our monthly expenses (trash pick up, landscaping), pay our annual insurance bill late Feb/early Mar, and start on the tree project as outlined by our Tree/Landscape Committee members. We have budgeted for a 15% increase on our insurance premium in anticipation of those increasing costs. We are putting together bids for our insurance (which needs to be renewed in Mar 2025) and I will communicate out to the community the cost of HOA insurance for 2025.

If anyone ever has a question about the budget, our spending priorities, please contact Martha Martin, CHSGV Treasurer 2023-Present.

OPEN FORUM

Deer Feeding: The health and property issues were discussed at length including the fact that feeding the deer is not beneficial to them or the residents. Martha Martin, Betty Robie and Pat Arnold will visit the resident who is feeding the deer.

Last year's bank fraud: the issue was discussed. All funds were recovered by the bank's insurance. Martha and Diana review each invoice before payment as an added safety measure.

NEXT COMMUNITY & BOD MEETING

February 18th 2025 at 9:30 AM, The Gathering Place

10:45 AM Meeting Adjourned.

Respectfully submitted,

Tom O'Connell, Board Director

Abbreviations:

CSG – Countryhouse Service Group V HOA

HOA – Homeowner's Association

BOD – Board of Directors
Association

RFP – Request for Proposal

HOG – Homeowner's Guide

FHA – Fearington Village Homeowners