

Community & BOD Minutes

Countryhouse Service Group V, Inc.

DATE

August 19, 2025

TIME

9:29 am

MEETING CALLED TO ORDER BY

Diana Sinisi, President

IN ATTENDANCE

Board members: Diana Sinisi, Tom O'Connell, Bonnie O'Connell, Annette Kilby, Martha Martin, Alan Zeigler
Quorum established.

Committee Chairs: Tony Daniels (Tree Committee), Alvin Kilby (Maintenance)

Mill House Director: Michelle Johnson

Ten HOA members who introduced themselves, Three additional via Zoom

MOTION TO APPROVE THE CONSENT AGENDA

Motion 08-03-2025, Approved 8/19/2025, Diana Sinisi moved to approve the Consent Agenda. Tom O'Connell seconded the motion. All others approved. 6-Yes (1-Absent)

PRESIDENT'S REMARKS, DIANA SINISI

- **Volunteers Needed** – Expressed gratitude for the over 40 current volunteers. Areas of need are a party planner for yearly social, persons with technological background, a trainer to help set up training for new board members. Ed Hurley will be joining the Finance Committee, others are needed.
- **Drainage Project** – Drainage Committee chairs met with Finance Committee to present study results. Areas needing attention were prioritized with first priority given where crawlspaces are flooding and foundations have the highest probability of being affected. The second phase of the drainage project will include replacement of a large drainpipe and creation of a swale to address the flooding in Crossvine and Wintercrest East.
- **HOG Updates** – Communications and BOD are working to update the HOG to ensure the guidelines agree with the governing documents and address new concerns such as elevators and charging stations. Once their work is completed, the HOG will be shared with the community for their input.

TREASURER'S REPORT, MARTHA MARTIN

- Noted the "Where Your \$424 Monthly Fee Goes" pie chart on the monthly report.
- Met with Ed Hurley who will be joining the Finance Committee, Tom O'Connell has recruited new resident Helen Hseih and she will meet with her soon.
- Sixty-one percent of operating budget has been spent. Administrative costs are higher in the spring.
- Drainage expenses year to date is \$26,500. Committee member Steve Botbyl, a civil engineer, created a drainage map at no cost creating a savings for the community. The Drainage Committee asked for \$50,000 from the current budget to begin the project. Funds are available in the Capital Projects Budget by moving unused funds from the Paving and Garage Foundation Line items. The BOD will meet this week to discuss this. Financing for the three year plan was requested at \$40,000 next year and \$30,000 the next two years.

- Garage roofs will be evaluated for future replacement. We are hiring an engineer to evaluate the future life of all garage roofs. Financial long term plans did not include roof replacements over the next two years in order to build up cash reserves. Depending on the results of the study, long-term plans (Proforma) may need to be adjusted. Funds would be available for emergency repairs as needed.
- The BOD works to spend HOA funds in a responsible manner to keep residents safe and property values high.

PROPERTY MANAGER'S REPORT, MICHELLE JOHNSON

- For the period July 16-August 19, 34 work orders were opened.
- The addition of gutters over windows adjacent to chimneys at specific chimneys is complete.
- Architecture approvals: stoop staining at 415 Wintercrest East, door replacement at 413 Brampton.
- Working with Chief Roofing to schedule roof replacements beginning with 375 and 376 Wintercrest West and 323 and 324 Sycamore which have active leaks. Homeowners will be notified of schedule before work begins.

SAFETY COMMUNICATION, ALVIN KILBY

- Fearrington has a Community Emergency Response Team (CERT) aligned with the Chatham CERT and are only activated at their request. Entering hurricane season, the following information is important for residents to consider:
 - Call 911 in an emergency situation even when in doubt. They will direct your call to the appropriate responder or direct you who to contact if it is not a true emergency.
 - Trees down on roadway, call 911. They will advise DOT if state maintained road.
 - Code Red Services available through 911 for people with disabilities. There is a potential need to involve block captains in communicating with neighbors with sight, hearing or mobility issues in an emergency situation.
 - The Gathering Place isn't equipped as an emergency shelter but can be used as a respite center for temporary power outage issues for residents with disabilities, to charge cell phones or temporary air conditioning or heating relief.
 - Every household should make preparations for sheltering in place for 72 hours in case of an emergency event or loss of basic utilities. A FEMA checklist of items to have on hand and a hurricane preparedness list from WRAL is available on the Countryhouse website countryhousehoa.org.
- CERT has 30 emergency hand-held radios for emergency communications. Countryhouse residents Jim Fink and Alvin Kilby each have a radio.

OPEN FORUM

Brian Paren asked for an update on the No Parking sign on Weald Stone. Bonnie O'Connell will follow-up with Ruppert. He asked if residents should expect an increase in HOA dues next year. Martha Martin responded this has not been addressed yet by the BOD. An update will be given in the next couple of months.

Kathleen McElligott spoke against homeowners installing permanent fences in Countryhouse. The BOD is not considering allowing fences. Only temporary fences for landscaping as defined in the HOG are allowed.

NEXT COMMUNITY & BOD MEETING

September 16th at 9:30 AM, The Gathering Place

10:11 AM Meeting Adjourned.

Respectfully submitted,

Annette Kilby, Scribe

Abbreviations:

CSG – Countryhouse Service Group V HOA

HOA – Homeowner's Association

RFP – Request for Proposal

HOG – Homeowner's Guide

BOD – Board of Directors

FHA – Fearington Village Homeowners Association