

**Countryhouse Service Group V, Inc.
Executive Working Meeting
January 6, 2026 The Gathering Place**

Present: Tom O'Connell, Bonnie O'Connell, Annette Kilby and Martha Martin

Absent: Kathleen Lord due to illness

Call to Order: Tom O'Connell called the meeting to order at 5:17 PM. Quorum established.

Minutes of Meeting

Finance: Martha Martin will not be available to attend the January 20th meeting and will ask a member of the Finance Committee to present the update.

- Delinquent accounts: The two accounts are now up to date. Martha Martin will contact the homeowners to assist them in setting up automatic payments. She will attempt to include their emergency contact as needed.

Insurance: Handouts for the Insurance Forum on January 20th were reviewed. MHP will print the handouts and will contact Preston Thomas about requested microphone needs. Annette Kilby will contact Fearrington Cares or the Gathering Place to borrow requested easels and flip charts

Executive Session: The board went into executive session to discuss a complaint between neighbors.

Maintenance:

- Tom O'Connell will contact MHP and John King to revisit the application of ROOTX to sewage drains.
- Replacement of the chimney windows at Baneberry Units: 302, 306, 308, 313, 316 and Sycamore Units: 328 needs to move forward. This was discussed last year.

Garage Roof Replacement: Martha Martin will contact the Roofing Committee chair, Dell Ford, to determine timeline for addressing the roofs. A plan for conducting an independent visual inspection of the inside of the garages for damage from leaks will be developed. There is \$60,000 in the 2026 budget to start replacements this year if warranted.

The meeting was adjourned at 7:30 PM.

Respectfully submitted,
Annette Kilby, Secretary

Abbreviations:

ESM	- Executive Session Motion	HOA	- Homeowners Association
BOD	- Board of Directors	CSG	- Countryhouse Service Group V, Inc.
RFP	- Request for Proposal	HOG	- Homeowners' Guidelines
App.	- approved	MHP	- Mill House Properties
PT	- Part Time		