

# Community & BOD Minutes Countryhouse Service Group V, Inc.

FEBRUARY 17, 2026

9:30 AM

**MEETING CALLED TO ORDER BY** Vice-President Tom O'Connell

## **IN ATTENDANCE:**

**Board Members:** Tom O'Connell, Bonnie O'Connell, Annette Kilby, Martha Martin

Quorum established. (BOD currently has four members)

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

**Mill House Director:** Michelle Johnson

Nine HOA members introduced themselves.

## **CONSENT AGENDA APPROVAL**

**MOTION 02-02-2026, Approved 02/17/2026,** Bonnie O'Connell moved to approve the Consent Agenda. Martha Martin seconded the motion. All others approved. YES: 4

## **PRESIDENT'S REMARKS, TOM O'CONNELL**

- **Board Vacancy** – Kathleen Lord has resigned from the board for health reasons.

**MOTION 02-03-2026, Approved 02/17/2026,** Bonnie O'Connell moved to appoint John King to the Countryhouse Board of Directors for the remainder of the 2026 year. Second by Martha Martin. All others approved. YES: 4

## **TREASURERS REPORT, MARTHA MARTIN**

- Martha Martin expressed thanks to John King for agreeing to join the BOD.
- 2025 Year End Review: The BOD votes on the annual budget in November for the upcoming year and works within the approved budget during the year. There is no vote to approve the final budget at the end of the year. The projected end of the year balance for 2025 was \$307,371. The actual end of the year balance is \$424,796, an increase of \$117,425. Two major projects were completed in 2025: Phase I of the Roofing Project and the first phase of the Drainage Project on Crossvine and Wintercrest East. The total amount proposed to fix the CHSGV drainage issues is ~\$150,000. The Crossvine and Wintercrest East projects combined were estimated at \$70,000 and that work was recently completed, we've not received the final invoice for that work. So far, we've paid a little over \$26,000 and we owe approximately \$45,000 more on completed drainage work.
- January 2026: In Q1 2026 we will pay for Tree work, drainage work, and the renewal of our HOA policy. The Tree committee has a total annual budget of \$80K for 2026. The Committee co-chairs (Tony Daniels and Jim Fink) requested to spend 100% of that budget up front to get the tree issues dealt with before the spring bloom. This was recommended by the arborist we hired, and the board approved this expense. The drainage project has spent ~\$70,000 on Crossvine and Wintercrest East to date. We've paid \$26,000 of that bill in 2025 and the ~ remaining \$30,000 will be paid in Q1. The Drainage Committee will develop a plan for the next phase of the project. \$35,000 has been budgeted for the project for new drainage work in 2026. Once the insurance policy invoice is received, it will be paid in full for \$170,219 which is 3.71% higher than 2025 but within the amount budgeted for 2026. The coverage remains the same, though the coverage values increase from \$180 to \$185 per square foot for total replacement. The total valuation of our properties increased from \$70M for the total parcel to \$72M, thus the reason for the increased coverage on the cost per

square foot. If you have a claim on the HOA insurance, the deductible remains \$25,000; an additional deductible of 1% for wind and hail damage is included as mandated by the state of NC. **Both deductibles can be met with riders to homeowners individual HO6 policy.** Homeowners are encouraged to discuss this with their insurance agent.

- There is a \$374 discrepancy between the Balance Sheet and Finance Report due to a check written to a former resident that was never cashed. The resident has been located, and the issue will be resolved by either the check being cashed or being written off the books.
- A financial review will be conducted by a local independent third-party CPA. They will be asked to confirm our business practices are sound, the Proforma plan is sound, and the management of reserves is sound to ensure we remain financially healthy and continue to operate without the need for special assessment.

## **FINANCE Q & A**

John Linton noted a rider covering the \$25,000 deductible for his HO6 was only \$30 and encouraged everyone to get the rider.

Dick Alexander questioned an issue from a 2024 report saying there was \$16,000 in delinquent HOA assessments. Property Manager Michelle Johnson reports approximately \$7,000 is past-due from two homeowners and they are working with them to rectify this. Once collected, these funds appear on the Income: HOA Assessment line item of the Finance report. The BOD invited Mr. Alexander to meet with them at their March 3 work session and asked him to provide a list of specific questions so they can adequately address his concerns.

## **COMMITTEE REPORTS**

### **Architecture Review Committee: Annette Kilby for Rex White**

No applications were received in January.

### **Landscaping: Bonnie O'Connell**

At the request of the committee, Davey Tree left piles of woodchips in four locations: Lassiter and Crossvine, Lyndfield, Baneberry and Weald Stone to be used instead of mulch in appropriate areas in an effort to save money. The committee will meet with Ruppert representative, walk the Closes and map out a plan for March or April application. Reports from a homeowner who used chips in the past as well as Tony Daniels comments on use on Camden were positive.

### **Maintenance: John King**

Garage Light Fixtures – The committee will work with the BOD to replace 55 fixtures this year.

Walkways will be inspected in April or May. Homeowners should report issues to Mill House if immediate attention is needed.

Deck Repairs – Quotes are coming in for repairs to identified decks.

Garage Doors – Some repair issues have been reported with doors that were inspected in Baneberry. Reminder: If your door will not go down, check the sensors at the bottom of the track to see if something is blocking the electronic eye. If your keypad stops working, please check the battery before calling Mill House. If these are not the problem, call Mill House or make a report through Appfolio.

Upcoming inspections:

Windows of houses that have outside chimneys

Octagonal windows (HOA is responsible for outside frame.)

## **MAINTENANCE Q & A**

Deloris Sanford reported an ongoing problem of standing water on her walkway at 393 Lyndfield causing damage to the brickwork. John will send Juan to look at it. Michelle will add the clogged drain to the drainage priority list. Martha asked for the priority list to be made available to homeowners.

Frank Jackalone thanked John for the quick response to his garage door issue which was successfully resolved.

### **Drainage Committee: Michelle Johnson for Bettie Robie**

The drainage work on Crossvine and Wintercrest East worked very well during the heavy rain on Sunday. With the completion of these areas, the committee will use the NC Drainage list to identify the next areas to address, develop an RFP and get quotes.

### **Tree Committee: Tony Daniels**

The tree project is complete. Davey Tree started early due to the impending ice storm prioritizing pruning of limbs that might cause damage, saving removal of the largest trees until the end of the project. Communications between Davey and homeowners were commended. Most people were satisfied with the work. The community is grateful for the many hours the committee spent on the project. They have made great progress toward where the tree canopy needs to be. Alvin Kilby noted that Tony was seen overseeing the work in cold and icy conditions and thanked him for his work.

### **PROPERTY MANAGER'S REPORT, MICHELLE JOHNSON**

- Garage Doors Unlimited completed work on Sycamore and Whisperwood. They will work in Weymouth in March.
- The chimney window was replaced at 308 Baneberry as a test; the remaining windows will be ordered to complete the project.
- Kingsford replaced 15 garage windows.
- The tree project is complete.

### **OPEN FORUM**

Frank Jackalone spoke about safety concerns on Upper Beechmast during the recent ice and snow event. He shared his frustration with whom to call and communications issues once Mill House was contacted. He praised Kathleen Lord for her response. Ruppert responded the following day with ice melt so they were able to get out. He received a follow-up survey on a work order that didn't identify what it was for and a copy of an invoice from Mill House and questioned the amount and if he was responsible.

He made the following suggestions:

1. Homeowners need to be informed of proper protocol when they have an issue of concern.
2. Clearer communications are needed when work order surveys are sent.
3. Examine budget priorities to ensure safety issues such as ice/snow removal are addressed.

BOD Response: Homeowners should contact Mill House with any issues of concern. Ice and snow removal is expensive. It is unclear why Mr. Jackalone was sent a copy of the invoice. The HOA is responsible for payment. John King noted that past efforts to treat for ice removal weren't successful because rain often washed away the salt. In this incidence, an email was sent advising residents to be prepared to stay home for 2-3 days and contact an Uber or Fearington Cares if a ride was needed. Often, if homeowners are able to get out of their Close, Beechmast and Village Way (state-maintained roads) aren't passable. Ruppert treated Beechmast areas of critical need after the ice had accumulated (5:30 am Sunday morning) with limited success. They returned to apply additional treatment to Upper Beechmast after Mr. Jackalone spoke with Mrs. Lord.

Going forward, the BOD will explore contracting with Ruppert for ice/snow removal in future budgets. Michelle Johnson thanked Mr. Jackalone for the feedback concerning the survey and will address ways to better communicate with homeowners.

**NEXT COMMUNITY & BOD MEETING:** March 17 at 9:30 AM, The Gathering Place

10:30 AM Meeting Adjourned.

Respectfully submitted,  
Annette Kilby, Secretary

Abbreviations:

CSG – Countryhouse Service Group V HOA

HOA – Homeowner’s Association

BOD – Board of Directors

RFP – Request for Proposal

HOG – Homeowner’s Guide

FHA – Fearington Village Homeowners Association