

**Countryhouse Service Group V, Inc.**  
**Executive Working Meeting**  
**July 7, 2026, The Gathering Place**

Present: Bonnie O'Connell, Tom O'Connell, Martha Martin, Kathleen Lord, Jim Farrington, Annette Kilby  
Absent: John King

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**Minutes of Meeting**

Kathleen Lord, acting president, called the meeting to order at 5:06 PM.

**464 Beechmast Deck**

The BOD discussed issues with the deck found by a home inspector affecting the sale of the townhome. The deck is listed as an original deck which is the HOA responsibility, though there appears to have been some work done by a previous owner. The BOD needs more information on the repairs needed and whether the HOA is responsible for bringing the deck up to code or repairing the deck. Martha will contact our attorney for her input.

**Chimney Issues**

The Finance Committee has set aside \$125,000 in the 2026 budget to begin addressing the chimneys affected by improper installation of original vinyl siding. An additional \$125,000 will be earmarked in the 2027 budget as well. Our insurance agent, Robert Taylor, will be consulted about filing a claim against the master policy.

**RootX**

Training and application will be delayed until late August to give John King time to recuperate and lead the project.

**Beechmast Dog Issue**

Martha Martin and Jim Farrington reported on their appearance at an animal control hearing related to the incident. The case was postponed until August; however, statements were taken by the DA and they were told these statements will be taken into consideration.

**Nominating Committee**

There will be three BOD seats open in the coming elections (Martha Martin, Treasurer; Tom O'Connell, Vice-President/Nominating Chair and John King, President) Current members of the Finance Committee are not eligible or not interested in serving. It was suggested an email blast be sent to residents to encourage participation.

**Process for Fines**

The BOD attorney has submitted for approval a process for the BOD to follow when homeowners violate community restrictions outlined in the Homeowner's Guide. The first draft was reviewed. Martha will contact the attorney with questions concerning placing liens on property for unpaid fines (cost involved, effect on property owner, appropriate number of unpaid violations to trigger a lien).

The BOD discussed the effectiveness of imposing fines, currently our only option when homeowners refuse to comply with restrictions.

**Landscaping**

Mulching issues were discussed. While the project went better than last year, there are still issues to address for the next application, including more oversight of subcontracted workers.

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**Drainage**

The first phase of the project is complete (Wintercrest East and Crossvine) The next phase of the drainage project (Wintercrest East and West) has been put out for bid. One bid has been received to date. Two additional bids are expected. Martha will touch base with Betty Robie for an update.

**Other Issues** discussed included the need for better communication with the homeowners, the need for transparency, and sharing documents on AppFolio.

The meeting adjourned at 6:40 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                 | MH  | - Mill House Properties              |
| PT   | - Part Time                | PM  | - Property Manager                   |