

Community & BOD Minutes

Countryhouse Service Group V, Inc.

DATE

August 18, 2026

TIME

9:30 AM

MEETING CALLED TO ORDER BY

John King, President

IN ATTENDANCE

Board members: John King, Jim Farrington, Annette Kilby, Kathleen Lord, Bonnie O'Connell, Tom O'Connell

Quorum established.

Committee Chairs: John Linton (Insurance and Safety Chair), Tony Daniels (Tree Co-Chair)

Mill House Director: Michelle Johnson

Five residents in person, three residents on Zoom

MOTION TO APPROVE THE CONSENT AGENDA

MOTION 08-04-2026, Approved 08/18/2026. Kathleen Lord made a motion to approve the consent agenda which included the minutes from July 21 Community and Board meeting, the August 4 work session, the Motions Report and today's Agenda. Second by Annette Kilby. YES: 6 (1 absent)

PRESIDENT'S REPORT, JOHN KING

At the work session on August 4th, the BOD approved a process for levying fines for residents who repeatedly violate community restrictions. The BOD has always had the authority to levy fines, but requested the attorney assure proper procedures are followed by putting this process in place. Once unpaid fines reach \$1,000, the BOD may place a lien on the property. The maximum fine the BOD can levy per occurrence is \$100. To reach \$1,000, the homeowner would have accumulated at least 10 violations and established a clear pattern of noncompliance. (A lien must be settled upon the sale of a property.) Over the years, few liens have been necessary. Most pay fines, though reluctantly.

Question: The finance report shows \$710 collected this year in late fees. How much were the assessments associated with these late fees?

Answer: The question will be referred to the Treasurer for a response.

TREASURER REPORT, MICHELLE JOHNSON

In the absence of Martha Martin, PM reported copies of the financials were available at the meeting and had been emailed to all homeowners. The Finance Committee will be meeting this week to look at mid-year adjustments and the 2027 budget. BOD members have been invited to attend.

John noted the budget is in good shape considering the unexpected expenses this year.

PROPERTY MANAGER'S REPORT, MICHELLE JOHNSON

- Repairs to the chimneys have started and work has been completed in Crossvine and has moved to Wintercrest East.

- Members of the Drainage, Landscaping and Maintenance committees and the PM walked through Crossvine, Wintercrest East and Wintercrest West to look at the yard drainage to be addressed in the next phase of the project. Ruppert has refined their proposal which will be sent to the BOD for approval.

COMMITTEE REPORTS

Architecture: Jim Farrington for Rex White

During the month of July, a temporary ramp at 339 Whisperwood was approved and a new deck was approved at 491 Beechmast.

John King noted an application for an EV charge station was received for 462 Beechmast and is pending board approval. The charger will be located behind the townhome with a connection running to the parking area in front of the home.

Landscaping: Bonnie O'Connell

Hard surface spraying for weeds is complete. Regular landscape maintenance is ongoing. Ruppert has been reminded to clear debris from yard drains during scheduled maintenance. Because crews are in the community only a few days at a time, homeowners should also check and clear their drains after rainfall to help prevent backups.

Nominating: Tom O'Connell

There will be three open seats on the BOD in November. The committee is having difficulty finding people willing to serve. Those interested in running for the BOD should contact Tom O'Connell. Bonnie O'Connell noted serving on the BOD is a nice thing to do for the community and yourself.

Maintenance: John King

- Walkways with significant issues were identified and repaired. Those with minor issues will be addressed soon.
- Parks has completed repairs to chimney windows found to need repair after inspections this spring.
- The maintenance committee will inspect octagonal windows in September. You may see them with binoculars in your neighborhood.
- RootX: Two volunteers have been trained, the remaining six will be trained the first of September. Once trained, volunteers will contact homeowners to schedule the application of the product.
- There are approximately eighty-five (85) external vinyl chimneys. Thirty-seven (37) of these were found to have issues of water damage due to improper installation of flashing and corners. The damage was confined to the outside, some requiring total replacement. Repairs on Crossvine and Wintercrest East are complete.
- Reminder: Homeowners should check the outside of your home for any issues that the HOA needs to repair such as loose shutters, loose siding, improperly draining gutters, roof leaks. Report problems you see to Mill House. A work order will be created; a member of the maintenance committee will inspect and recommend repairs.

Insurance and Safety: John Linton, Interim Chair

- Dean Felton has resigned as co-chair but will remain on the committee.
- Fearrington CERT (Chatham Emergency Response Team) has divided the community into reporting zones and assigned an FCC radio operator to each zone. Tentative plans are to issue walkie-talkie type radios to a volunteer within each zone. After an emergency event occurs and it is safe to do so, the volunteer will walk through the zone and report issues to the FCC radio operator who will then report to the Fearrington CERT coordinator. This is still in the planning stage.

Welcome Committee: Annette Kilby

- The annual Labor Day Community Party will be held Monday, September 7, 5:00 PM-Dark at Sycamore Close. An email will be sent listing needed items and ways the community can help. Flyers will be delivered to each home. We hope everyone will plan to attend!

Tree Committee: Tony Daniels

Tony shared observations concerning the effects of the changing climate on the risk of wildfires. Areas that have not normally seen the risks of wildfires have experienced them this summer. The community needs to be proactive by keeping bushes and hedges pruned to reduce risks, including hard pruning the bushes along Village Way which have grown too high. These were hard pruned about fifteen (15) years ago and are overdue. Though they will be unsightly for a while, they will grow back fuller and healthier. The community should prepare for the changing climate. Small saplings grow into big trees. If you see one, pull it up.

OPEN FORUM

Ideas shared:

Pat Arnold suggests using stone rather than mulch next to houses.

Dean Felton suggests eliminating pine straw for mulching and instead use root or tree mulch which is denser. Consider thinning out some bushes to reduce flammability. Fires spread quickly by windblown ashes.

Pat Arnold reminds residents to keep the BOD and drainage committee aware of water damage concerns.

Tony Daniels suggests the expanded use of tree chips in appropriate areas to replace mulch as was done earlier this year. It's denser than mulch, saves money and is great way to recycle/repurpose resources.

Question by Pat Arnold: Can homeowners join committees on walkthroughs such as the one for the drainage project?

Answer: Yes, homeowners are welcome.

Question by Dick Alexander: How many chimneys are being repaired?

Answer: All vinyl chimneys were inspected (by the maintenance committee) for damage. Thirty-eight (38) are being repaired. Corner pieces are being replaced on all the chimneys. The vendor, JCNJC, will check for damage that may have been missed on the remaining chimneys by removing some siding.

Comments:

John King noted downspouts often empty into mulched areas, washing the bark mulch into drains causing them to clog. This phase of the drainage project will address this problem by moving the downspouts to drain directly into underground drains.

Reminder: Homeowners should get approval from Landscaping before purchasing or planting new bushes on their property or common property.

Meeting Adjourned: 10:30 AM.

NEXT COMMUNITY & BOD MEETING

September 15th at 9:30 AM, The Gathering Place

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 – Fearrington Village Homeowners Association