

QUAKER HILL COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES FOR JANUARY 22, 2026  
Held via Teams at 7:00 PM

Note: Due to technical difficulties related to a Microsoft outage, the meeting was called to order late and was abbreviated.

CALL TO ORDER

The meeting was called to order by Dominique Mack at 7:41 PM.

BOARD MEMBERS PRESENT

Dominique Mack  
Laura Evans – joined at 7:58  
Rose Gillespie  
Ashley McCurry

Management – Jody Lee

POLICE/LIAISON REPORT

Sergeant Matthew O'Malley was unable to join the meeting and no update was provided.

COMMITTEES/REPORTS

SNOW:

Dominique Mack provided the update. The current snow contract provides for automatic pre-treatment, and we will verify they will pre-treat for the upcoming storm.

COVENANTS:

There were no updates.

ARCHITECTURE:

There were no updates.

LANDSCAPING AND GROUNDS:

There were no updates.

PARKING:

There were no updates.

ARHA:

There were no updates.

OPEN FORUM

One owner stated that he was having issues with ACH deductions, and he was directed to the SFMC accountant for assistance.

APPROVAL OF MINUTES

The Board reviewed the minutes from the Organizational Meeting on November 20, 2025.

***Ashley motioned to approve the minutes; Rose seconded. The Board Members present unanimously approved the minutes (3-0-0).***

FINANCIAL MANAGEMENT

- Rose Gillespie shared the December 2025 financials and November and December Treasurer's reports.

- Reserve project expenses for 2025 totaled approximately \$43,000.

#### CONTRACT SERVICES/PROPOSAL

##### Club House Roof and Chimney Repairs

- Three proposals were received for the necessary repairs to the roof and chimney of the Club House. That includes significant masonry work, drywall repair, and sealing the chimneys, as well as chimney caps.
  - One proposal was received from Port City Tradeworks LLC for \$58,285.
  - One proposal was received from Four Twelve Roofing with no quote available at the time of the meeting.
  - One proposal was received from District Builds with no quote available at the time of the meeting.

The Board will vote on these proposals once bids from the other two vendors are received.

#### RATIFICATION OF EMAIL VOTES SINCE LAST MEETING

- On 12/9/25 District Builds was approved to do demolition work related to the leak in the attic of the Club House for \$6,489.
- On 12/9/25 District Builds was approved to do demolition work related to the leaks in the bathrooms of the Club House for \$2,842.

***Rose motioned to ratify the email votes; Laura seconded. The Board Members present unanimously voted to ratify the email votes (4-0-0).***

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS

##### TMP Report

- From November 1, 2025 – January 16, 2026, eight (8) residents contributed for a total payout of \$1,350. The balance in the account is \$2,325.

#### EXECUTIVE SESSION

***PRIVILEGED: Laura moved to convene in Executive Session to consider personnel matters, consult with legal counsel, discuss and consider contracts, pending or probable litigation, and matters involving violations of the rules and regulations; Ashley seconded. The Board entered Executive Session at 8:30 PM.***

***Rose moved to move out of Executive Session; Laura seconded. The Board reconvened into General Session at 8:50 PM.***

#### RECONVENE INTO GENERAL SESSION

##### APPROVAL OF PAYMENT PLAN:

The Board considered a recommendation from legal counsel to accept a request for a payment plan from an owner.

***Rose moved to approve a recommendation from legal counsel to accept a request for a payment plan from an owner for outstanding fees; Laura seconded. The Board Members unanimously voted to approve (4-0-0).***

***Rose moved to adjourn; Laura seconded. The Board members unanimously voted to adjourn at 8:53 PM.***

NEXT MEETING: The next meeting is scheduled for February 26, 2026, at 7:00 PM via Zoom.

Respectfully submitted,  
Ashley McCurry, Secretary