

Regency Co-op Meeting Minutes
01/09/2023

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| Called to Order: | 3:00 p.m. |
| Members Present: | Doug Moore, Charles Tucker, Mary Lynn Applegate, Vicki Clark, Bruce Gerdin, Tom Baxter, Bob Jackson, Sue Reitzig, Administrator |
| Members Absent: | None |
| Prior Month's Minutes: | Motion made to approve, seconded, passed |
| Treasurer's Report: | Motion made to approve, seconded, passed |
| Administrator's Report: | Motion made to approve, seconded, passed |
| Old Business: | Sue will send out the first email blast mid-month to encourage residents to run for election. Bruce and Charles will need to update their candidate statements (which will go out with the first email blast) since their terms are up and will need to be elected. Mary Lynn will not re-up. |
| New Business: | Sue asked Charles to remove Remarkable Differences Snow Removal as they are not taking on additional clients for this season Sue received renewals from Heavenly Nails and Amazing Skylights We will continue virtual board meetings until Spring. |
| Next Meeting: | Feb 13, 2023, 3:00 pm virtually |
| Meeting Adjourned | 3:30 p.m. |

Regency Co-op Meeting Minutes
02/13/2023

Called to Order: 3:05 p.m.

Members Present: Doug Moore, Charles Tucker, Vicki Clark, Bruce Gerdin, Tom Baxter, Sue Reitzig, Administrator

Members Absent: Mary Lynn Applegate, Bob Jackson

Prior Month's Minutes: Motion made to approve, seconded, passed

Treasurer's Report: Motion made to approve, seconded, passed

Administrator's Report: Motion made to approve, seconded, passed

Old Business: None

New Business: Sue:
Sent reminder & final notice for renewed agreement to Nelly's Cleaning Service with no response (**Charles Tucker**); Sent reminder & final notice for renewed insurance to Affordable Lawn Sprinklers with no response (**Bruce Gerdin**); Sent reminder & final notice for renewed insurance to Lake Manassas Limousine with no response (**Tom Baxter**).

Spoke with the Women's Club regarding the Coop. She explained how to file complaints or compliments regarding vendors through our website, and encouraged all owners to make recommendation for new vendors.

Bruce:
Will skip next quarter's article (unless someone comes up with some new ideas)

Next Meeting: Mar 13, 2023, 3:00 pm virtually

Meeting Adjourned 3:20 p.m.

Regency Co-op Meeting Minutes
04/10/2023

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| Called to Order: | 3:05 p.m. |
| Members Present: | Doug Moore, Charles Tucker, Vicki Clark, Mary Lynn Applegate, Bob Jackson, Bruce Gerdin, Tom Baxter Sue Reitzig, Administrator |
| Members Absent: | |
| Prior Month's Minutes: | Motion made to approve, seconded, passed |
| Treasurer's Report: | Motion made to approve, seconded, passed |
| Administrator's Report: | Motion made to approve, seconded, passed |
| Old Business: | Nelly's Cleaning Service – last renewal of agreement was November 2022. Insurance certificate received, but no agreement. Nelly informed Vicki she would send it in today |
| New Business: | Board approved removal of Affordable Lawn Sprinklers – insurance lapsed in January Sue will change membership form to add a line that shows whether the member is an owner or renter. Board approved |
| Next Meeting: | May 8, 2023, 3:00 pm at the club |
| Meeting Adjourned | 3:20 p.m. |

REGENCY CO-OP MEETING MINUTES
May 8, 2023

Called to Order: 3 p.m.

Members Present: Doug Moore, Charles Tucker, Tom Baxter, Bob Jackson, Alan Marzelli, Linda Kuchnicki, Sue Reitzig – Administrator.

Members Absent: Mary Lynn Applegate, Bruce Gerdin.

Prior Month's Minutes: Motion to approve, seconded, passed.

Treasurer's Report: Balance as of April 28, 2023: \$2214.07
(Attached) Motion to approve, seconded, and passed.

Administrator's Report: Motion to approve, seconded, and passed. Final notice sent to LKS Locksmith. Received his insurance, but no renewal of contract (Charles Tucker assigned board member). Nelly's Cleaning service removed. Final notice sent for insurance from Milton's Built-Ins (Bruce Gerdin assigned board member).

Old Business: None.

New Business: Linda Kuchnicki agreed to accept position of Treasurer and will work with Mary Lynn for transfer of responsibility. Alan Marzelli agreed to accept position of Secretary.

Next Meeting: June 12, 2023 at 3 p.m. in Greenbrier Room

Meeting Adjourned: 3:40 p.m.

REGENCY CO-OP MEETING MINUTES
June 12, 2023

Called to Order: 3 p.m.

Members Present: Charles Tucker, Bruce Gerdin, Tom Baxter, Alan Marzelli, Linda Kuchnicki, Sue Reitzig – Administrator

Members Absent: Doug Moore, Bob Jackson

Prior Month's Minutes: Motion to approve, seconded, passed.

Treasurer's Report: Balance as of May 31, 2023: \$2,162.82
(Attached) Motion to approve, seconded, and passed.

Administrator's Report: Motion to approve, seconded, and passed.
Received renewed agreements from:
LKS Locksmith
Dan's Power Washing
Upgrade Body and Home
Titan Power Electric
Received renewed insurance from Squeaky Klean Windows. Final notice for renewed agreement sent to Fox Landscapes & Milton's Built-Ins. Processed referrals for new vendors Miller Restorations & Skyfall Exteriors. Ataria Pest Solutions submitted updated agreement but no member discount was shown. Vendor has been asked to resubmit application.

Old Business: None

New Business: None

Next Meeting: August 14, 2023 at 3 p.m. in Greenbrier Room

Meeting Adjourned: 3:20 p.m.

Respectfully submitted,

Alan Marzelli

REGENCY CO-OP MEETING MINUTES

August 17, 2023

- Called to Order:** 3 p.m.
- Members Present:** Doug Moore, Charles Tucker, Bruce Gerdin, Tom Baxter, Bob Jackson, Alan Marzelli
Linda Kuchnicki, Sue Reitzig – Administrator
- Members Absent:** none
- Prior Month's Minutes:** Motion to approve, seconded, passed.
- Treasurer's Report:** Balance as of prior meeting: \$2,162.82
Deposits: \$280. Current balance: \$2,442.82
Motion to approve, seconded, and passed.
- Administrator's Report:** Motion to approve, seconded, and passed.
Received renewed agreements from:
Air Novations
Closets by Design
Lake Manassas Limousine
Squeaky Klean Windows
SenCura
Received renewed insurance from several vendors.
Member blast sent regarding new vendor:
2020 Drain Cleaning & Plumbing
No response to final notices for renewed agreements from Fox Landscapes & Milton's Built-Ins.
Recommend removal of Ataraxia Pest Solutions due to no response since May 7.
- Old Business:** Alan Marzelli asked about Davey Tree, who is no longer listed as a vendor. Tom will follow up.
- New Business:** Bruce Gerdin asked the members of the Board for suggested topics for upcoming *Regency Review* articles
- Next Meeting:** September 21, 2023 at 3 p.m. via Zoom
- Meeting Adjourned:** 3:30 p.m.

Respectfully submitted,
Alan Marzelli

REGENCY CO-OP MEETING MINUTES
October 9, 2023

Called to Order: 4 p.m.

Members Present: Doug Moore, Charles Tucker, Bruce Gerdin, Tom Baxter, Bob Jackson, Alan Marzelli
Linda Kuchnicki, Sue Reitzig – Administrator

Members Absent: none

Prior Month's Minutes: Motion to approve, seconded, passed.

Treasurer's Report: Balance as of August 31: \$2,397.82
Checks written: \$212.50
Deposits: \$70.00
Current balance: \$2,255.32
Motion to approve, seconded, and passed.

Administrator's Report: Motion to approve, seconded, and passed.

- Vendor issues regarding implementation of new security gate protocols communicated to HOA Board
- Received renewed agreements from:
Shining Stars Cleaning Service
Summit Roofing
- Received renewed insurance from:
AG Landscaping
Closets By Design
- Sent reminders for renewed agreements \ insurance to several vendors
- Recommend removal of Milton's Built-Ins due to no response to final notice request

Old Business: None

New Business: None

Next Meeting: November 13, 2023

Meeting Adjourned: 4:15 p.m.

Respectfully submitted,
Alan Marzelli

REGENCY CO-OP MEETING MINUTES

November 13, 2023

- Called to Order:** 4:10 p.m.
- Members Present:** Doug Moore, Bruce Gerdin, Tom Baxter, Bob Jackson, Alan Marzelli, Linda Kuchnicki
Sue Reitzig – Administrator
- Members Absent:** Charles Tucker
- Prior Month's Minutes:** Motion to approve, seconded and passed.
- Treasurer's Report:** Balance as of September 29: \$2,255.32
Checks written: none
Deposits: \$175.00
Current balance: \$2,430.32
Motion to approve, seconded and passed.
- Administrator's Report:** Motion to approve, seconded and passed.
- Number of members: 621
 - Received renewed insurance from:
Grout Masters
 - Sent reminders \ final notices for renewed agreements \ insurance to several vendors
 - Reported that Vets to Pets declined to renew their agreement
 - Set up new vendor, Atlantic Duct Cleaning and sent blast to members
- Old Business:** None
- New Business:** Bruce Gerdin reviewed trends in member additions as compared to property turnover in the community. He also offered that his next article for the Regency Review might focus on member referrals to add to our vendor listing. There was general agreement with his suggestion.
- Next Meeting:** January 8, 2024
- Meeting Adjourned:** 4:30 p.m.

Respectfully submitted,
Alan Marzelli