

Regency Cooperative Association Minutes April 26, 2026 Board Meeting

Attendance - Board & Working Group Members: Debra Mastaler (Chair), Roger Halls (Vice-Chair), Mary Lu Belote (Treasurer), Julie Gerken (Secretary), Cindy Mitchell, Bill Pedersen, John Clement (WG/non-voting)

Absent: Charles Tucker

The Chair called the meeting to order and identified a quorum.

The minutes from March 2026 were approved.

Comments from the Chair - Debra

Debra turned over checks to the Treasurer.

There is one new vendor in the pipeline – **Fifth Fuel** (insulation) They have been contacted twice with no response. Cindy will follow up with a third contact.

Three residents who suggested vendors will be contacted and notified that the vendors they suggested will not be added to the Co-op:

Grant Smith (**Academy Door**) We have not received a response to our outreach efforts, so the vendor will not be added.

Maureen Reimuller (**BRCC Group**) There appears to be an issue with the SCC licensing, and as a result, they will not be added to the vendor list.

Gus Neitzel (**Dominion Valley Power Wash**). Does not have a current business license or COI.

Debra reported that two new vendors have been added. **Holiday Accents Virginia** and **Pro-Lift**. Currently, we have 83 vendors.

Paid member count is 666, the most the Co-op has had.

Comments from Vice Chair - Roger

COI monthly updates – A total of seven vendors were scheduled for COI renewal in April. As of this date, we have received all seven updated COIs.

Five vendors are scheduled for May renewals.

Bylaws update: Roger has prepared draft revisions to the Cooperative bylaws/charter and submitted them to the Board, with changes highlighted in red. His revisions reflect comments received from the Chair.

He also included a draft “**Acknowledgment of Vendor Insurance Waiver**” which would be referenced in the updated Bylaws.

We discussed the following questions re a waiver:

Will these vendors still be required to have an SCC or a local county business license?

How will residents distinguish these vendors from the main vendors on the website?

Some of these vendors are very small one-man operations, and for some, English is not their primary language. Is the waiver document too technical?

What protection would we need to prevent the homeowner from suing the Co-op and board members (in addition to the vendor) based on the website recommendation?

Is the added benefit to the members worth the (even small) chance of the board being sued?

According to Roger's research, dog walkers definitely need insurance.

Based on our discussion of these questions, the Board decided to **exclude vendors without insurance**. He will add that all vendors must have a minimum of \$100,000 insurance policy. (In addition, limo drivers will need additional "scheduled combined auto liability" insurance.)

We will vote on the draft changes at our next meeting.

March Treasurer's report -- Mary Lu

SCC mail – On an annual basis, we receive a formal SCC invoice. Mary Lu will verify that the SCC has the correct mailing address.

Our March bank statement reflects three new memberships. We also had \$28.75 in expenses – a reimbursement for the domain's SSL certificate.

New balance as of 03/31/2006 is \$5113.89



458-09-01-00 51509 1 C 001 30 5 66 002
REGENCY COOPERATIVE ASSOCIATION
PO BOX 173
HAYMARKET VA 20168-0173

Your account statement

For 03/31/2026

Contact us



Truist.com



(844) 4TRUIST or
(844) 487-8478

■ BUSINESS VALUE 200 CHECKING 1000076878379

Account summary

Your previous balance as of 02/27/2026	\$5,007.64
Checks	- 28.75
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 135.00
Your new balance as of 03/31/2026	= \$5,113.89

Checks

DATE	CHECK #	AMOUNT (\$)
03/24	211	28.75
Total checks		= \$ 28.75

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT (\$)
03/02	COUNTER DEPOSIT	45.00
03/09	MOBILE DEPOSIT	45.00
03/11	COUNTER DEPOSIT	45.00
Total deposits, credits and interest		= \$135.00

Membership Update – Charles (in abstentia)

Charles provided the Board with a very impressive Resident Outreach Process Workflow diagram that details the process for signing up new members.

<https://drive.google.com/drive/u/0/folders/1zdjAET4N5DLzuzPIGjNIR161HAEKO5-u>

Debra noted that Charles will retire from the Board in May.

Vendor Updates -- Cindy

https://docs.google.com/spreadsheets/d/1B4FBaV0A9guxGB_OUcqk_hzKiUcFwicPQmTsFaEOq0b8/edit?gid=470147939#gid=470147939

As mentioned above, Cindy will follow up with Fifth Fuel (third contact).

New Business:

Debra suggested we end our lease for the USPS post office box at the end of May 2026 and switch to UPS at the Market Square shopping center because of its convenience and proximity.

We are now paying \$170 per year, and UPS would cost \$240. **The motion to change was voted on and passed.**

At our May 18 meeting, we will have a “Passing the Rake” (board member transition) ceremony and photo op. We will officially welcome two new Board members. Debra announced that she will be staying on the Board.

Debra has sent out a draft document that lists job descriptions for all Board members. She asked that we review the job descriptions and discuss them at our next Executive Board meeting on May 12th.

Debra asked Julie if she had considered using a new template for the minutes. The short answer was no, because Julie felt comfortable using the Agenda as an outline for the minutes. But if anyone has a recommendation, she would be flexible.

The meeting was adjourned at 4:15 pm

Next Meeting: May 18, 2026, from 3:30 - 5:00 pm Clubhouse