Regency Cooperative Association
October 19, 2026 Board Minutes

Attendance:

Board Members: Debra Mastaler (Chair), Roger Halls (Vice-Chair), Mary Lu Belote (Treasurer), Julie Gerkens (Secretary), Cindy Mitchell, Beth Ward

Members Absent: John Clement

Meeting called the meeting to order at 3:30 PM and identified a quorum. The September 2026 minutes were approved. (** See note at end of minutes regarding Executive Board session).

Comments from the Chair: **Debra**

- New vendor pipeline:

  Debra has done all of the follow-up with **American Duct Cleaners** without success**.** Cindy volunteered to call them one more time before we contact the resident to say that we won't pursue this further.

  We have reached out to **Artisan Plumbing** 3 times without success. We will try one more time before dropping the effort.

- We have added one new vendor - **Appleton Campbell**. They will give our members 10% off.

- **Skyfall Exteriors**: We still have no COI renewal from this vendor. Roger said that last year they were very late sending it in. Debra last called them on 10/9. The owner said she would get back to us by 10/13, but we have nothing as of this date. Roger agreed to reach out one more time. He spoke to the vendor after our meeting, and she agreed to send in the COI immediately. He sent her a follow-up email message so that she could respond with the COI attached.

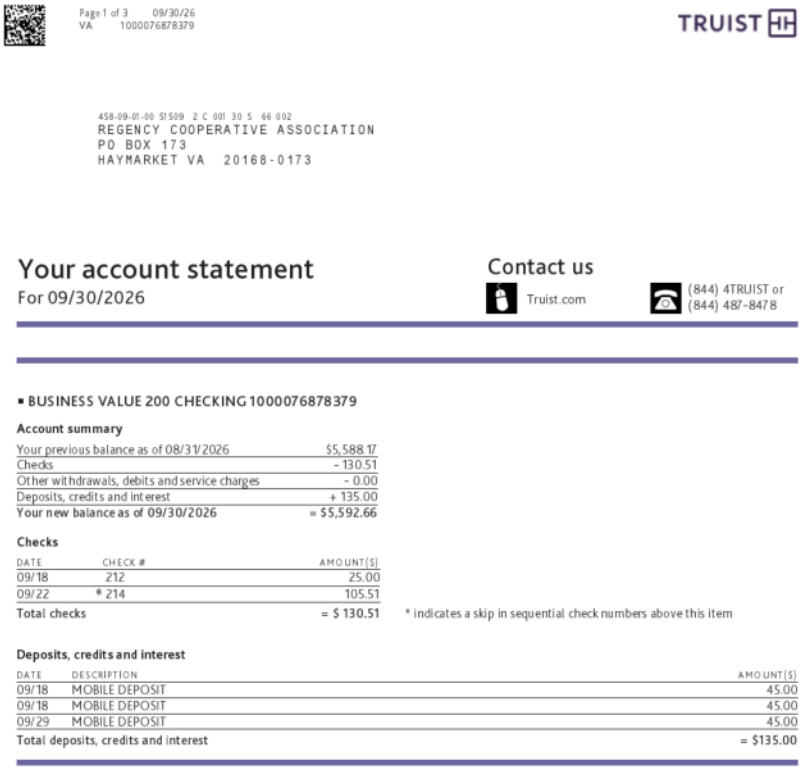
- Receipt of service agreement renewals is 60% complete.

- We will have a $1.00 domain rental increase in 2027. We typically purchase the rental in multiple-year increments.

Comments from Vice Chair — Roger

All but one vendor (**Skyfall Exteriors**) with COI's expiring in September have submitted COI renewals. See notes above for more detail about Skyfall.

September Treasurer's report — Mary Lu



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VA 1000076878379

TRUIST

458-09-01-00 51509 2 C 001 30 5 66 002
REGENCY COOPERATIVE ASSOCIATION
PO BOX 173
HAYMARKET VA 20168-0173

Your account statement
For 09/30/2026

Contact us
Truist.com
(844) 4TRUIST or (844) 487-8478

▪ BUSINESS VALUE 200 CHECKING 1000076878379

Account summary

Your previous balance as of 08/31/2026	$5,588.17
Checks	- 130.51
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 135.00
Your new balance as of 09/30/2026	= $5,592.66

Checks

DATE	CHECK #	AMOUNT($)
09/18	212	25.00
09/22	* 214	105.51
Total checks		= $ 130.51

* indicates a skip in sequential check numbers above this item

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT($)
09/18	MOBILE DEPOSIT	45.00
09/18	MOBILE DEPOSIT	45.00
09/29	MOBILE DEPOSIT	45.00
Total deposits, credits and interest		= $135.00

Mary Lou reported that she wrote two checks totaling $130.51 for Club Fair expenditures, including printing costs. We had deposits of $135.00. She and Beth also destroyed several old checks.

Membership List Update — **Debra**

We have 655 active members. Beth will begin reporting this information in November.

Membership Outreach — **Debra**

We delivered 4 flyers/emails in October, resulting in 2 new members. Beth will begin reporting this information in November.

In July, one resident sent a payment, but she was already a member of the co-op. After meeting with the resident, she said to accept her check as a donation to the Co-op.

New Business:

The Club Fair is being held on October 22 in the clubhouse. Here is the coverage schedule.

- Shift sign-up
  - 4:00 - 5:00 pm — Debra
  - 5:00 - 6:00 pm — Cindy
  - 5:00 - 6:00 pm — Beth
  - 6:00 - 7:00 pm — Roger
  - 6:00 - 7:00 pm — John
  - Tear down — Debra & Mary Lu

Our post office box at the Haymarket USPS location will be closed in November. After that, we will get our mail at the UPS store in our shopping center.

Some of the vendors sending in renewals have asked to be added to additional categories that don't show up on their website. Debra explained that we can only add them for these new services if a resident gives them a

referral for those services. We also need to check whether their COI covers the added services.

Next Meeting: November 23, 2026, 3:30 - 4:30 pm Clubhouse

**The Executive Board met at 3:00 PM prior to the full Board meeting to discuss an email complaint that Debra received regarding one of our vendors. The resident sent details about a “nightmare job” from a contractor who she hired “based on the Co-op’s recommendation”. Both Debra and Roger had done some investigating prior to our meeting, and neither could find a complaint filed with either the Virginia Department of Professional and Occupational Regulation (DPOR) or the Virginia Attorney General’s Consumer Protection office (the resident had mentioned in her email message that she had officially escalated the matter by filing formal complaints with both entities). After discussion of the complaint, the Executive Board agreed that Debra would reach out to the resident who sent the complaint and try to get more information.

Update: November 3, 2026 After the President and Vice President asked to meet with the resident making the complaint, the resident withdrew her comments and asked that the matter be closed. The initial complaint was on James Lambert Contracting. The matter was closed.