



Cheshire Forest Homeowners Association

500 Cheshire Forest Drive
Chesapeake, VA 23322

Meeting Minutes

Regular Meeting of the Board of Directors
January 21, 2025

According to Article XI, Section I of the Cheshire Forest Homeowners Association By-Laws, a regular meeting of the Board was held on Tuesday, January 21, 2025, at 500 Cheshire Forest Drive, Chesapeake, VA 23322.

The President, Mrs. Karol, opened the meeting at 6:00 p.m.

- **Board Members Present** Mr. Orbison, vice president; Mr. Heinecke, treasurer; and Mrs. McKlveen, Mr. Granata, and Mr. Szpara, directors, were in attendance, constituting a quorum. Mr. Graham, Secretary, arrived at 6:10 p.m.
- **Board members absent:** None.
- **United Property Associates:** Represented by Jennifer Jacobsen

*Mrs. Karol motioned for the Board to move into an **Executive Session** to discuss Due Process, Compliance Violations, the Delinquency Report, and Contracts. The motion was seconded by Mrs. McKlveen and unanimously approved by all board members present.*

The Open Session reconvened at 7:06 pm.

Business brought out of Executive Session:

Due Process Decisions:

- 2025-01: Thank you for complying letter.
- 2025-02: Thank you for complying letter. In 2025, there will be a \$50.00 assessment per inspection.
- 2025-03: \$10 a day for 90 days, or until in compliance
- 2025-04: Thank you for complying letter
- 2025-05: Thank you for complying letter.
- 2025-06: Thank you for complying letter. In 2025 there will be a \$50.00 assessment per inspection.
- 2025-07: Thank you for complying letter.
- 2025-08: \$10 a day for 90 days, or until in compliance.
- 2025-09: \$10 a day for 90 days, or until in compliance.
- 2025-10: \$10 a day for 90 days, or until in compliance.
- 2025-11: \$10 a day for 90 days, or until in compliance.

Mrs. Karol moved to approve the December 17, 2024, Minutes of The Regular Meeting of the Board of Directors as written. The motion was seconded by Mrs. McKlveen and unanimously approved by all board members present.

Mrs. Karol moved that the agenda be adopted as written. The motion was seconded by Mr. Heinecke and unanimously approved by all board members present.

Member Forum:

2 members present

Committee Reports:

Tennis Committee:

- Mr. Graham, tennis committee chair, provided a report to the Board. (Article A) The Board approved renaming the Tennis Committee to the Net Sports Committee to include tennis, pickleball, and volleyball. Mr. Graham shared a quote to replace the lights.

Clubhouse Committee:

- Mrs. Karol, the president, provided a report to the Board about the remodeling of the clubhouse bathroom.

Swim Team Committee:

- Mrs. Dhanji, the swim team chair, presented a swim team report and updates to the Board.

Financial Report:

- The report provided to the Board by Mrs. Jacobsen was reviewed.

Managers' Report:

- The report provided to the Board by Mrs. Jacobsen was reviewed.

Operating Schedule: The operating schedule was reviewed.

- Mr. Orbison, vice president, reviewed the operating schedule with the Board.

Other Items:

There will be a special meeting on Tuesday, February 4, 2025, at the clubhouse at 6:00 p.m. for the Communications Committee.

The next regular board meeting is scheduled for Tuesday, February 18, 2025. With the agenda completed, the meeting was adjourned at 9:22 p.m.



Matt Graham, Secretary



Erin Karol, President

Article A

Meeting Minutes
Special Meeting of the Tennis Committee

Get in the Game: Community Sports Interest Meeting Minutes

January 13, 2025
Cheshire Forest Clubhouse

According to Article XI, Section 1 of the Cheshire Forest Homeowners Association By-Laws, a special meeting of the Tennis Committee was held on January 13, 2025, at 500 Cheshire Forest Drive, Chesapeake VA 23322.

The meeting opened at 7:30 p.m. Mr. Graham, Mr. Heinicke, Mr. Sherman, Mr. Richards, Mrs. Coston, Mr. Beitman were in attendance. Mr. Donato was in attendance virtually via phone.

The Tennis Committee discussed several items to address needs such as lights, pickleball nets, events, and more. The Committee would like to change the name to Net Sports Committee since pickleball, tennis, and volleyball were discussed.

With the agenda completed, the meeting was adjourned at 8:20 p.m.