

**TIMBERLAKE COMMUNITY ASSOCIATION**  
**OCTOBER BOARD MEETING MINUTES**

**October 16, 2025**

**CALL TO ORDER/CONFIRM QUORUM**

The meeting was called to order at 6:01 PM with board members: Kathy Whitley, Matt Flood, Brittaney Bullins, Meri Solon, Barbara Stafford and Jim Gazard.

David and Jill were also present representing PMA management.

**APPONTMENT OF NEW BOARD MEMBERS**

Motion made by Kathy to appoint Debbie Soriano, Mark Solon and Janine Watkins as new board members. Seconded by Brittaney. Motion carried unanimously.

**APPROVAL OF PREVIOUS MONTHS MINUTES**

Motion was made by Meri to table approval of August 21<sup>st</sup> 2025 minutes. Seconded by Kathy. Motion carried unanimously.

**HOMEOWNER FORUM**

Held in accordance with Virginia Code, Section 55.1-1816 OD.

**MANAGER'S REPORTS**

Brittaney Bullins presented financials.

David Lukus presented the Manager's Report.

**BUSINESS**

Motion made by Jim to approve the 2026 budget. Seconded by Matt. Motion carried unanimously.

Motion made by Kathy to appoint Mark Solon, Debbie Soriano and Meri Solon for the ARC Committee. Seconded by Jim. Motion carried unanimously.

Motion made by Kathy to table repairs for the roof at Windsor Oaks clubhouse in order to get more clarification on pricing. Seconded by Brittaney. Motion carried unanimously.

Motion made by Meri to go into Executive Session to discuss personnel matters at 7:01 PM. Seconded by Matt. Motion carried unanimously.

At 8:06 we came out of Executive Session.

Motion made by Jim that all executive officers stay the same. Seconded by Barbara. Motion carried unanimously.

President – Kathy Whitley

Vice President – Matt Flood

Treasurer – Brittaney Bullins

Secretary – Meri Solon

Motion by Kathy to approve payment plans for the following accounts: 52182, 51822, 52693, 51695, 51637 and 51904. Seconded by Brittaney. Motion carried unanimously.

Meeting adjourned at 8:10 PM.

Approved by the Board of Directors on: Nov 20, 2025

Attest: Meri Solon

Secretary