

Daventry Square Community Association, Inc.
Board of Directors Meeting Minutes
January 26, 2026 – 6:00 PM
Community Pool Cabana

As a quorum was established and notice properly posted, the Daventry Square Community Association Board of Directors meeting was called to order at 6:00 PM by President Gary Sweet, at the Community Office.

Directors President: Gary Sweet (President), Bob VanDyne (Treasurer) and Tracy DeVille (Secretary) was present.

Also Present: Colette Ciliberti, LCAM, Property Management by Design

Approval of Minutes: October 27, 2025 Minutes – Bob VanDyne made a motion to approve the minutes from the October 27, 2025 meeting. Tracy DeVille seconded the motion. Motion passed unanimously.

Financial Report: Colette presented the treasurer's report for December 2025. We are currently operating with a negative balance of \$2,707.27 of \$112101.16 in retained earnings for the month ending December 2025. Delinquencies are up this month but two accounts were sent over to the attorney for collection one paid in full. The other account is still at the attorney. 13 Letters were sent out.

The treasurer's report has been acknowledged by the Board and filed.

Committee Reports: - Maureen Tidwell reported the ACC requests this month. Maureen had three ACC request during the past two months.

Grounds Committee - No report.

ACC Applications:

503 Chittingford Close – Windows Screen Porch – Approved

527 Daventry Square – Landscaping (plants) approved

456 Thanginton – Tree Removal - Sent an approval with a letter stating it's owners tree

Administrative: - N/A

Manager's Report: All items were discussed; an elaborated Manager's Report is attached to original minutes.

1. Daventry Square Minutes October 27, 2025
2. ACC Applications: - Listed Above

Old Business:

1. Cameras - Accurate Electronics is scheduled this week to finally install the new camera system that

was damaged from a storm surge.

New Business: -

- 1) Chad Farley was notified of a leak at 498 Daventry Square. We are waiting on a part to fix the system. Should be done this week
- 2) Speeding - Colette presented minutes from June 28, 2021 when Gary (the old president) had an Officer attend the meeting to discuss speeding in private communities. Speed bumps were discussed. The board agreed to get a bid on the cost for installing a couple of speed bumps.
- 3) Street Parking - Over the holidays the parking on Swalecliff was out of control. Gary explained that the home on the corner has tenants that are parking in other people's driveways and blocking the drive to leave the community. Bob explained that if someone is going to park in another residents driveway, they must have a letter and provide it to the management company. Norm suggested ordering two signs to put that the north and south ends of Swalecliff. The board approved Norm to purchase two signs. Colette will also send out an email to the community reminding them of street parking is not allowed!
- 4) Dogs not on a leash - This is against the rules and regulations. All dogs must be leashed when out on common property.
- 5) Painting Schedule 2026 - Colette is waiting on a bid from Munyan to do the next set of buildings P, Q, R, and S. Colette will get the letters out to these homes to remind them to complete any outside work that needs to be done prior to painting. Norm suggested we put signs up "children at play". Norm will order the signs along with the dog signs.
- 6) Landscaping - The board discussed minor landscaping that is needed. Gary suggested waiting until the spring time. There is a tree at the north end of Swalecliff dropping branches and needs to be looked at by an arborist. Bob mentioned three or four bushes needed by the pool and one at the guest parking across from the pool area that was recently damaged by a car. Also sod is needed where the Oleander was removed from David Swingle last year. This was tabled until March.

Open to the Floor - One resident asked about a car with flat tires. This will be address with a violation letter.

With no further business, Bob VanDyne moved to adjourn the meeting at 7:07 PM. Tracy DeVille seconded the motion. Motion carried.

Respectfully submitted,
Colette Ciliberti, Property Manager