

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING
Meeting Minutes
February 17, 2026

I. Call to order

President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 7:31 p.m. on February 17, 2026, via Zoom conference call.

II. Board Members Attending

Board Members: Suzanne Allen, Romina Peinado Wagner, Lori Foster, and Nancy Creel.
Burke Management Group: Robbie Terrant and Joyce Mullins.
Residents and Guests: Michael Youlen, Erika Elliott, and John Miller.

III. Open Forum - Open Forum held.

IV. Community Police Report

Michael Youlen presented his report for October 21, 2025, to present.

V. Approval of the October 21, 2025, Minutes

The minutes of the October 21, 2025, Board meeting was reviewed previously by email. Motion to pass the October minutes was made by Suzanne and seconded by Romina. Motion is passed.

VI. Financial Report

Management and the Board reviewed the January 31, 2026, financial report. The Association operating account balance is \$170,589.41, total investments are \$153,210.68. Total assets are \$338,267.14. Discussion regarding First Citizen Certificate of Deposit which matures on March 23, 2026, currently \$50,647.55. Management will present current CD rates at the March 2026 Board meeting for the Board to decide how to proceed on that Certificate of Deposit.

Management advised that effective March 1, 2026, the contract with American Trash will increase 2%. Management advised that effective March 1, 2026, the contract with Doody Calls will increase \$1 per box of disposal bags.

VII. Old Business

a) Maintenance/Repairs Update

- Vortex continues to inspect and re-bait all rodent stations as needed. Activity has been noted.
- Gutter cleaning was completed on November 17, 2025.
- Turner continues to repair/replace lighting throughout the community common areas.
- Fauquier Erosion performed special trash pickups as required.
- Turner performed repairs to dumpster surrounds and doors.
- Turner replaced the broken door jamb at 9250 Niki Place.
- Turner ordered, painted and hung shutters at 9200 and 9330 Caspian Way. In January, Turner addressed reports of window and roof leaks. Inspections indicated that there was no water damage and the window should be replaced due to wood rotting and old drywall. The roof leak inspection revealed

questionable areas which were sealed. Another report of water leaking through a light fixture was determined to be a leak from above unit. Unable to determine the source as resident was not home.

- b) Email Vote for Squirrel Removal – Management advised the Board by email on January 5, 2026, regarding a resident’s complaint of squirrels in the attic at 9320 Caspian Way, #301. Critter Gitters was notified and submitted a proposal for \$1,916 to remove the animals. Board voted unanimously by email to accept the proposal. Nancy motioned to ratify that email vote which was seconded by Suzanne. The motion is passed.
- c) Amazon Key was installed at each hallway in January to facilitate Amazon deliveries.

VIII. New Business

- a) Board Positions – As a result of the voting during the January 2026 Annual Meeting, the Board welcomes Lori Foster as the newest Board member. The four-member board positions are as follows: Suzanne Allen, President, for a three-year term (2029); Romina Peinado Wagner, Vice-President, for a two-year term (2028); Nancy Creel, Secretary, for a three-year term (2029); and Lori Foster, Member at Large, for a one-year term (2027).
- b) Unit Door Painting – Management received a request from the homeowner at 9310 Caspian Way, #301, to paint the unit door as the unit is being sold. After reviewing the list of doors requiring paint, the Board noted that unit doors #102 & #201 also required painting. Unit doors at 9240 Niki Place, #102, #201, and 9260 Niki Place, #102, will be included in this painting. Management confirmed with Turner that the cost will be \$385 for each door. Suzanne made a motion to have Turner paint the six doors noted at a total cost of \$2,310. Nancy seconded the motion and the motion is passed. The Board will review the door list in May for additional painting.

IX. Executive Session

Motion was made by Suzanne to adjourn to Executive Session for Collections Report and legal discussion at 8:02 p.m. Romina seconded the motion and the motion is passed.

X. Open Session

Motion was made by Suzanne to return to Open Session at 8:25 p.m. The motion was seconded by Nancy. Suzanne made a motion to deny a homeowner’s waiver request. The motion was seconded by Nancy and the motion is passed.

XI. Adjournment

Nancy made a motion to adjourn which was seconded by Romina and the meeting was adjourned at 8:27 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____