

Cabin Branch Forest Association Meeting Minutes

02/08/2018 – 7:30 pm

Type of Meeting: Board of Directors Meeting

Location: Sterling Library, Conference Room

Meeting Facilitator: Dan Hibbard

Attendees: Dan Hibbard
Kesva Naidoo
Thomas Wolfe
Eddie Jeffries
Jeff Schultz [arrived at 8:05 to check-in, then left due to family issue]

Agenda:

1. 7:30 PM - Roll Call

2. No homeowners present at the meeting. No walk-up issues were discussed.

3. Treasurer's Report

- a. Dues payment update. > 30 homes have paid, more than half have paid the full amount. This looks favorable for cash flow
- b. 2018 budget reviewed and approved. It was noted the community is over reserved and we should look at improvement projects. Prior discussions on holding reserves for trash issues are becoming OBE as trash seems to be transitioning well. Further discussion below.

4. Trash

- a. Transition has been fairly smooth. Biggest issues noted:
 - i. Some existing customers were still getting independent bills. Calls to Republic have seemed to straighten this out.
 - ii. Christmas Trees were not removed consistently. This seemed to be due to that portion of Republic not being notified of the change-over. Calls to Republic have confirmed when yard waste pickup begins this will be resolved.
 - iii. Multiple homeowners have reported seeing the recycling can and the trash can dumped into the same truck. Dan H. took action to email Republic to see what avenue we have to make sure this doesn't happen. Email sent Feb-12
 - iv. Discussed one homeowner who wanted a second recycling can. Agreed people wanting additional services outside of the community provided ones should contact republic directly to arrange this.

5. Architectural Rules and Covenants
 - a. Several houses were discussed as “houses to watch” going into spring as they typically have issues and complaints have been received. Details of these houses are contained in the executive minutes.
 - b. **ACTION** – Thomas took action to get the ARC spreadsheet going which will facilitate efficient and continual monitoring and tracking of houses. This spreadsheet was discussed over the past several meetings.
 - c. At the annual meeting, board will have available the annual review checklist so homeowners can know what they will be inspected on.
 - d. Need to follow up with Thera/Tom to see if they will support the inspection process again this year. The hope is with the spreadsheet and board support, this will be smoother. It was again discussed the board needs to back up the ARC in this process.

6. Set/revisit dates for upcoming events
 - a. Annual Meeting - March-8
 - b. Neighborhood Cleanup Day – April-7
 - i. Signup sheet at the annual meeting
 - ii. Post to website

7. Common area discussion
 - a. Spring Maintenance / Improvements
 - i. Entrance landscaping – **ACTION** – Cliff Miller to begin getting quotes or communicating to board his ideas
 - ii. Bike/Walking Path – **ACTION** – Kesva to get quotes for resurfacing the paths.
 - iii. Broken Fence – **ACTION** – Dan to talk to Cliff about getting fixed by contractor.
 - iv. Playground Upgrades – **ACTION** – Dan to start list and begin quoting of materials to include
 1. Replacement border pieces for those that are broken
 2. Ground cover under swings
 3. Trashcan
 4. Grill Cover
 - b. The idea of adding a half-court basketball area at the tot-lot was discussed. The notion was this would be a good amenity, relatively easy to maintain, and add value for a wide range of ages. Will bring this up at the annual meeting to gauge interest before pursuing further.

8. Open Forum – no items discussed

9. Next meeting will be annual meeting.

10. **8:15 meeting adjourned**