

# ***Cabin Branch Forest Association***

## ***Board of Directors***

### ***Meeting Minutes***

April 15, 2014

#### **Call to order**

DH called to order the regular meeting of the Cabin Branch Forest HOA / Board of Directors at 7:00 pm on April 15th in the Cascades Library.

#### **Roll call**

A roll call was conducted. The following persons were present:

|                |               |
|----------------|---------------|
| Dan Hibbard    | Lindey Malone |
| Aaron Osbourne | Kesva Naidoo  |
| Gary Bogar     | Cliff Miller  |

#### **Election of Board Officers**

DH was nominated to position of President and confirmed by vote. CM will remain as Treasurer / Secretary. No other positions elected. DH summarized duties of Board and procedures. CM will process routine ACR forms and raise any exceptions for Board review until a point that the Covenants Committee is reformed.

#### **Approval of minutes from last meeting**

The minutes from the previous meetings were approved.

#### **Treasurer's Report**

- a) CM reviewed current Treasury status. All budget items and balances reasonably match full projections. One notable exception was the tree removal in the playground area that was not budgeted. Three homeowners have not paid this year's dues. Two have been sent to the attorney for collection while one is being given additional time as they are always late.

#### **New Business**

- a) Review of complaint resolution process. CM to move form to spot on front of web page.
- b) Home inspections scheduled by CIS to begin on 4/25/2014. Notices of repair will be mailed shortly thereafter. Pre inspection notices have been mailed.
- c) CM to put sign at entrance for scheduled workday.

- d) Play structure has been ordered and will be shipped by freight. Unit will be shipped by pallet and will need to be off loaded by neighbors. AO & CM will meet truck but other may be needed to get materials to play area. DH will provide contact for shipping.
- e) Discussed fencing of ditch. Further review by member needed. Also suggested that we discuss with neighbors directly adjoining property for their views.
- f) Repair of the Gazebos was discussed. There is some exterior rot showing on both and it should be addressed. CM will collect quotes for further review. The repairs would be funded by accumulated reserves. AO will provide contact for a contractor also.
- g) Discussed Association self-help of property on Cabin Branch. CM to send notice advising that we will be maintain property and accruing charges against the lot. CM to get quotes for routine maintenance.
- h) Sand clean up on streets. LM will contact the County / VDOT to request street sweeping services. CM will get quote from local contractor.
- i) Trash Service – The Board revisited the proposal. There is still much interest in providing this service but too many neighbors opted to place a vote. It is believed that if everyone voted this measure would pass easily. The Board will reassess and decide if more time is warranted.
- j) Community Yard Sale – April 26<sup>th</sup>. CM to put sign out early as reminder.

### **Adjournment**

DH adjourned the meeting at 8:30 pm.

Minutes submitted by: Cliff Miller

Minutes approved by: