**Carriage Lawn at Barkley HOA, Inc.**

**Annual Meeting of the Members**

**FINAL Minutes**

**November 27, 2023**

1. **Call to Order and Recognize Quorum:**

Meeting was called to order at 7:05 pm. Quorum of 21 members in attendance (including 4 proxies) was recognized By Zaki Horany, President and Yordanos Abera, Property Manager from Gates Hudson Community Management. Two of the proxies were given to Zaki Horany, President and two to Lisa Colten, Secretary for voting purposes.

1. **Proof of Notice/Purpose of the Meeting:**

The purpose of the meeting is to conduct the required annual meeting of the Homeowners Association of Carriage Lawn of Barkley. This represented the first meeting of the Association since 2020. First- as a result of the Covid Pandemic when meetings did not take place in 2021 and 2022- and secondly- this meeting representing the third try in 2023 to reach a quorum.

1. **Introductions:**

 Introductions of the Board and community residents attending the meeting were made.

**Board Members and Property Manager in Attendance:**

Zaki Horany, President

Lisa Colten, Secretary

Jim Ryan, Treasurer

Gay Ashley- Interim Board Member for previous Vice-President- Mary Van Mullekom

Yordanos Abera, GHCM Property Manager

**Board Members not in Attendance:**

None. Chris Casey had resigned in the Spring of 2023 and Mary Van Mullekom had resigned in October 2023.

1. **Approval of 2020 Annual Meeting Minutes:**

The 2020 Annual Meeting Minutes were presented and a motion was made to approve them, which was seconded. A voice approval was made to proceed without any additions or corrections. No abstentions or oppositions.

1. **State of the Association Reports:**
2. **President- Overview/Old Business:**

Zaki welcomed everyone and thanked all for coming this evening. He said that the community is in good shape. Since the last meeting in 2020, many improvements have been made which have included a complete re-paving of all streets in the community, addition of new outside lighting, new mailboxes and most recently- new street signage. There is now a very cohesive aesthetic look to our community.

Additionally, we have either maintained good relationships with our external contractors/service providers or made changes as needed. This fall, the community moved to a new trash vendor- and thus far- we are very pleased with their service. The pricing for this contract is also less than what we were paying previously. We have also done more removal and/or pruning of dead trees in the common areas as well as maintenance of the healthy trees/bushes.

We updated the ARB Guidelines in 2022- which included additions to areas where homeowners/residents can improve their homes for safety or aesthetic reasons. These include external cameras and RING or similar doorbells. We modified the parking policy to be more user- friendly but still ensuring no abuse of this privilege will occur.

1. **Treasurer- Financial Review:**

Jim provided an overview of the financial state of the community. In general, our community is in good financial shape and has been able to take advantage of recent higher interest rates for CD’s. We are reviewing expiring instruments in 3-6 month increments as we align our efforts with changes in economy and interest rates, to help us manage inflationary increases from our vendors. Our cash reserves are in good shape.

Our delinquent accounts are within the 0-3% recommendation. As needed, any actions are turned over to our attorney.

2023 Assessment Increase- As a result of higher- than- expected increases in pricing from vendors- especially landscaping- we recommended a nominal $5/month increase to our monthly dues. In the last 10-12 years, we have been able to manage modest increases. Our goal is not to increase rates every year if we can avoid it. The current amount is at $105/month, noted by Yordanos, that this is one of the lower rates and the smallest increase she has seen in all the properties she manages.

 **C. New Projects/New Business for 2023:**

Our current landscaping contract ends in December 2023 and a vendor will be chosen. We are reviewing proposals from our current vendor and three others. We also renewed the contract of the current snowplowing vendor for 2024. We are changing out trash cans/pet waste disposals throughout the community and those will be in place in early 2024. They will be black in color- to be aligned with the other work that has been done- mailboxes/signs and lighting.

Additionally, we are pleased to see that, in 2023, some homeowners have requested and have put solar panels on the roofs of their homes. This activity has been reviewed carefully by the Board. We will be adding in more specific guidelines and language into our ARB Guidelines document and encourage homeowners to consider these additions. With that, we may need to consider and review the use of charging stations for EV’s (electric vehicles) as more homeowners switch to those kind of cars.

Lastly, we will review the need to repaint all fire lanes and determine if we need to seal our streets from the paving that was done in 2020.

1. **Election of Directors:**

All five positions of the Board of Directors are open due to the Covid Pandemic and the inability to have held an in-person Annual Meeting in 2021 and 2022. Two of our colleagues resigned in 2023. Since all positions were open, a discussion and decision will need to be made on how to stagger the timing of the roles. Zaki and Lisa offered to continue in their respective roles and Jim offered to remain on the board but is interested in the Member at Large role. Therefore, the Treasurer and Vice-President roles are open. Nominations from other residents were offered and received. Paper balloting occurred, with Yordanos counting the votes. Zaki, Lisa and Jim were voted in and two new residents were added- Drew McKenzie and Dimitrios Voutsaras. A Motion was raised to approve all five roles. The motion was seconded and voted by voice approval by the community. Additionally, two other residents volunteered to help the Board resurrect the Architectural Review Board (ARB) Committee. Kyle Schutle will be Chairperson and Cale Buxton will assist.

At the conclusion of the Annual meeting, The new board members agreed that Dimitrios will take on the Treasurer role and Drew will be Vice-President. Specifics on role responsibilities for Dimitri and Drew, as well as for Kyle and Cale will be discussed and determined at the next board meeting in 2024.

1. **Homeowner/Resident Questions/Comments:**

Lisa reminded people on how to communicate to the Board, fellow residents and to Gates Hudson. For official business- examples include monthly HOA dues and process/payments, ARB applications and individual confidential concerns- those inquires should be directed to the website- [www.carriagelawn.org](http://www.carriaglawn.org) . All other types of communication can be conducted on the community FaceBook page- Carriage Lawn at Barkley- Neighbor Share. It is a private group and all are welcome to join- including tenants. Not all board members are active on the site, that is why we ask that you use the website or contact Yordanos or a Board member through that. Contact information is included there.

A homeowner mentioned that our new trash vendor will take glass as part of our recycling. This is different from the past. At the conclusion of the meeting, Lisa did confirm with the vendor that this is the case.

The trash situation at the Saxon Flowers Playground remains something to watch. In addition to the pet waste vendor, another provider picks up trash around the community on a weekly basis. We are purchasing new cans with lids and we hope this will help to improve this situation on a continuous basis.

Someone asked about leaf pick-up. Two had already been done at the time of this meeting. A request for a third for early January will be made, as well as asking new potential contractors to include 3 in their proposals to us.

We discussed how current residents were charging their EV’s. It is a liability issue if cords are present across the sidewalks. As mentioned above, this will be reviewed for other sustainable solutions for the future.

The front fitness area in the front could use some “ sprucing up” as well. Many ideas in the past have been discussed, but nothing final has occurred. We welcome additional ideas from residents.

No other questions were received. Board drew 5 names for Gift Cards to those present.

1. **Call For Adjournment:**

Meeting was adjourned at 8:18 PM

**Minutes Review and Approval:**

 Respectfully Submitted by: Lisa A Colten, January 4, 2024

 Reviewed by Board of Directors/Residents: November 11, 2024

 Approved by Board of Directors/Residents: November 11, 2024