

Carriage Lawn at Barkley HOA, Inc.
Annual Meeting of the Members
APPROVED Minutes
February 26, 2019

I. Call to Order and Recognize Quorum:

Meeting called to order at 7 pm. Quorum of 21 was achieved (16 members in attendance, 5 proxies) and was recognized.

II. Proof of Notice/Purpose of the Meeting:

The purpose of the meeting was to conduct the required annual meeting of the Homeowners Association of Carriage Lawn of Barkley.

III. Introductions:

A quorum of members was confirmed and the meeting was called to order at 7 pm. Introductions of the Board, Committee Chairpersons and community residents attending the meeting were made.

Board Members in Attendance:

Gay Ashley, President
Mary Van Mullekom, Vice-President
Lisa Colten, Secretary
Jim Ryan, Treasurer
Zaki Horany, Member-at-Large

Brian Heisler, GHA Property Manager was also in attendance.

IV. Approval of 2018 Annual Meeting Minutes

The Annual Meeting Agenda was presented and approved unanimously, without additions or corrections.

V. State of the Association Reports

A. President - Overview

1. Paving - This project was completed during the summer of 2018 and was very successful. The milling and repairing of all roads in the community were milled and repaired - improving the value of all homes in the neighborhood. If you are selling your home, remember to provide this information to your real estate agent for appropriate appraisal information. This was a substantial improvement to the community, not a repair.

2. Mailbox Replacements – anticipated for review and action by the Board in 2019.
3. Sidewalk Repair - Brian will review the walkways and provide a list of recommended repairs to the Board.
4. Additional Lighting - will be reviewed by the Board. Residents may share any suggested lighting locations with Gay and Brian.
5. ARB Guidelines – The Board will be reviewing and updating during 2019.
6. Safety and Speeding Measures - The Fairfax County Community Services Officer in the Providence District provided suggestions which included turning on all external lights after dark. Officer Colorado also suggested a Neighborhood Watch. Gay asked for volunteers for the committee. No one volunteered. There are Neighborhood Watch meetings at the Mclean Community Center on the last Tuesday of each month. A request was issued for interested parties to attend and provide information back to the Board of Directors.

B. Treasurer - Financial Review

1. Jim provided an overview of the financial state of the community. We have a healthy reserve account, resulting in larger projects being fully funded through reserves. The Board is allowing a bit of time for reserves to rebound, prior to additional large projects being undertaken.
2. The association holds approximately \$195,000 in Operating funds. The association has approximately \$187,000 in CD's which mature on a staggered basis. Current assets are approximately \$389,000, with liabilities about \$15,000. Owner's equity is approximately \$374,000.
3. The 2019 HOA contributions remain unchanged.

VI. Old Business

- A. Garbage Cans and Recycling Bins – A resident inquired as to the status of the Board review of this issue. A few residents need to better secure their garage and recycling – this is an ongoing issue within the community. Information was shared concerning the Board's findings in researching options available to us. Through our garbage and recycling service only 64-gallon garbage cans and recycling bins are available with lids. As this is an isolated incident, and implementation by the service provider would require all residents to use and maintain the larger cans/bins if provided, the Board felt this is not a good option at this time. The Board has discussed penalties to individuals and may address this further. A request was made of the members to forward photos to Gay and Brian of issues as they occur. A suggestion was made to poll residents on Facebook, asking if members would be accepting of storing 64-gallon cans and bins within their property.
- B. Parking – Residents are not to park in Visitor Parking, no matter the length – it is against the association Parking Rules. A request was issued that residents provide vehicle information (tag state and number, make, model and color) to Brian. We provide one pink tag warning, then tow. Additionally, owners are responsible for sharing all association documents – including Parking Rules – with tenants. The minimum lease term is 6 months within our community, thereby preventing any short-term rentals of less than 6 months.

VII. New Business

- A. Storm Water Management Pond (SWMP) – The landscaping company has cleaned garbage from the area. Part of the SWMP area is maintained by the HOA and part is Fairfax County maintained. A concern was raised about erosion in the area. A request to review will be shared with the county.
- B. General Walking Paths:
 - i. Royal Doulton to Lismore: Initially it was planned to pave the walkway when roads were milled and paved. The contractor discovered utilities below the walkway. A review is planned.
 - ii. Lismore to Fairhill ES: Fairfax County plans to build a sidewalk from Lismore to the existing sidewalk for the school. Signatures have been provided – completion is anticipated in April 2019.
 - iii. Carriage Lawn to Armistead (aka Mainstone): Comments were received that the area is overgrown and messy. This path belongs to Armistead.
- C. Zaki Horany has agreed to serve as the new Webmaster for the association's website.
- D. Slowing Cars: A concern was raised about vehicle speeds in the neighborhood. Many attempts have been made through the years to slow cars. Upcoming considerations may be speed bumps, rumble strips and more. Special concern was raised for Royal Doulton and Modano Place. The Board will review.

VIII. Election of Directors:

The Board position held by Jim Ryan was up for election this year. The term is 3-years. Nominations were requested from the floor. None were received. Jim agreed to remain on the Board for the upcoming term. **Motion:** Jim Ryan as nominated to remain on the Board for a 3-year term. A 2nd was received. **Vote:** 14 For; 1 Abstention.

IX. Homeowner Questions and Comments - None

X. Gift Card Drawing

Ten (10) twenty-five-dollar (\$25) gift cards were drawn and distributed to the appropriate owners-in-good-standing who were in attendance or had submitted a valid Proxy. Winners were announced on the Facebook page.

XI. Call for Adjournment - Meeting was adjourned at 8:15 PM

Minutes Review and Approval

Respectfully Submitted by: Lisa A Colten, April 5, 2019

Reviewed by Board of Directors: April 29, 2019

Approved by Board of Directors: April 29, 2019