

Caroline Oaks Homeowners Association
Board of Directors' Meeting
22 April 2021, 7 PM

Call to Order. Meeting conducted via Zoom.

Quorum achieved with the participation of Board Members, Vern S., Dharm T., Len G, Pamila C., Rich B, Dan Daly, and Scott Ward.

Minutes of the 28 January 2021 Board meeting were approved.

Finances

- Reserve Account at Edward Jones is \$143K as of 31 March.
- Financial Statements and Delinquent & Prepaid Report from Cardinal Management were reviewed. No significant issues.

Old Business

- VDOT contacted requesting extension of 'no parking' yellow paint be applied to curb where Peter Roy Ct meets Glenbard Ct in order to discourage parking in blind spot.

New Business

- Hosting and maintenance of the Caroline Oaks website: Dharm T will develop a migration plan for a new web hosting arrangement.
- The Board authorized Len G to purchase suitable lamppost signage that would remind dog walkers to keep their pets from urinating on lampposts.
- Reserve Study: this is required every five years. The Board voted to accept a proposal from Reserve Advisors. Len G will contact them and strive to have report completion by late summer so that the results can inform budget planning for 2022.
- Audit: Goldkang Group issued a draft report for the Association to review. Report covered the years 2019 and 2020 and principally found that the Association conformed with generally accepted accounting procedures. The Representation Letter will be signed by Len G. (after review by Dan D.) and forwarded to Goldkang along with the most recent Financial Statement so that the audit can be finalized.
- Grounds Committee (Rich B.) reported on Shenandoah Landscaping Service activities. He indicated that there will be a joint walk through of the grounds in early May to identify those trees needing to be removed or heavily pruned along with possible new plantings. Also discussed was the snow removal and sanding this past winter and the associated expenditures.
- The Architectural Control Committee: Pam discussed home resale inspections recently conducted
- RV parking: Scott Ward will develop a draft policy statement for ultimate review and comment by our legal advisors.
- Board adjourned at 8:15 pm.