

**Caroline Oaks Homeowners Association
Board of Directors' Meeting
26 April 2022, 7 PM**

Call to Order

Quorum achieved with the participation of Board Members, Dharm T., Pam C., Rich G., Walt S., Len G.

Minutes of the 27 Jan 22 Board meeting were approved.

Finances

- Delinquent account report reviewed; three minor delinquencies.
- Financial reports generated by Cardinal Management and dated 18 Apr 22 show little departure from planned expenditures (Cardinal Management not in attendance). Legal fees elevated owing to review of proposed policies and amendment.
- Edward Jones Account (Reserve Fund)
 - Presently stands at \$156K, 3-month CDs will be renewed.

Old Business

- Walt described creation and transition to the new, live Caroline Oaks website. Three Board members will be recipients of any emails submitted at the site. Governing documents and other important documents are being posted.
- Elements of the Reserve Study were discussed: mailbox clusters, fencing, retaining walls, and the entry wall.

New Business

- Entry wall repair: motion made and passed to repair the wall. Walt will contact the contractor.
- Discussion over removal of mature oak trees and the dropping of acorns on vehicles. Walk through will occur this week with Shenandoah Landscaping Service to identify trees for removal. SLS will respond with a proposal.
- Discussion concerning street and sidewalk maintenance. Motion made and passed to contact our paving consultant for advice on crack repair and resealing.
- Discussion on replacement of two mailbox clusters.
- The foregoing repairs will require budget analysis, prioritization and possible dues increase.
- Walt is researching other management companies for services and costs.
- Nominating will seek a couple of new Board members.
- Spreadsheet with homeowners contact information may be placed on the website with access restricted to Board members. Len will provide spreadsheet to Walt.
- Discussion on policies for EV charging, rooftop solar installation and short-term leasing.
- Rich described his well-researched EV and solar policies after reviewing recent state laws and conducting market research. Our legal advisor indicates that since we are not

banning or prohibiting EV charging or solar installations, these initiatives can stand as policy statements signed by the Board president.

- Len discussed the short-term leasing statement recently reviewed by our legal advisor along with her recommended revisions. Legal indicates the proposed amendment will require signature approval of 75% of homeowners, and those signatures will need to be recorded along with the amendment in land records under the Property Owners Association Act. Once requisite approval is achieved (75%) legal will prepare the certifications for the Board President to sign. Legal will then record the document for the Association.