

Caroline Oaks Homeowners Association Board of Directors' Meeting Pohick Library 24 January 2024, 7 PM

Call to Order:

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

Minutes of the 18 January Board meeting were approved.

Our new Cardinal Management Rep. is James Hawkins

Quarterly dues payments are current with no delinquencies.

We recently processed two Resale Certificates which provide required disclosure information. Requests are usually sent via our web page. Two board members (Len and Walt) receive such inquiries. To be on the safe side a third board (Dharm) will be included as recipient to ensure no missed notifications.

Reserve Fund: Totals \$168K. Our Edward Jones CDs are earning rates ranging from 4.7% up to 5.3%.

Reserve Study Update: Reserve Advisors were here on 23 April and walked the community to evaluate infrastructure (e.g., streets, mailboxes, fencing etc.). A report is expected in the coming weeks. It will serve as one of the major inputs in 2025 budget development.

Budget analysis/development for 2025 will likely occur at the August board meeting. Major cost drivers will be landscaping (proposals yet to be received) and trash removal which recently increased by 14% (\$2456/month). The board will consider dues increase, the first since 2019. By covenant, the increase may be no greater than 5% unless a special meeting is called, and the membership votes a larger figure.

Grounds Walk Thru was conducted in early April with Shenandoah Landscaping including Walt S, Pam C., Dharm T., Len G. Proposals are forthcoming from Shenandoah for remedial work.

Retaining Walls Repair: Walt has gotten 1 bid so far of \$7500.

Walt and Pam are going to walk the entire community where some homeowners landscaping not adhering to our 2006 Revised Arch Control Guidelines (see below).

Draft Audit Report for years ended December 31, 2023, and 2022 was received this week. Dan D. will review.

Two members have expressed interest in joining the Board in 2025. They and other candidates will be voted on at the November Annual General Meeting.

Next Board Meeting will occur in late August.

Pg 10 - 10.14- LANDSCAPING AND VEGETABLE GARDENS - Landscaping work and

vegetable gardens in general do not require prior approval and shall be designed to avoid adversely affecting drainage. Planting shrubs in the front yard that are similar to existing shrubbery do not require approval. Significant deviations from the original plan will require ACC approval. Vegetable gardens must be in the rear yards. No garden borders are permitted without approval except in rear yards. Exterior landscaping shall be maintained in conformance with generally accepted standards within the community. Lawns should be mowed at periodic intervals during the growing season. Edging of sidewalks is considered to be part of normal lawn maintenance.

Pg 11- 10.18 YARDS says: - All yards, shrubbery, lawns, and lots in general shall be maintained in a neat and attractive manner so as not to detract from the appearance of the community. Edging of lawns is deemed to be part of responsible lawn care and maintenance.