

**Caroline Oaks Homeowners Association
Board of Directors' Meeting
Pohick Library
20 April 2026, 8:00 PM**

Call to Order

Quorum achieved for Board meeting with the participation of Board Members: Len G., Dharm T., Walter S., Rich G., Dan D., Matthew L., Michael B.

Approval of Minutes

- Minutes of the 29 January 2026 Board meeting were approved

Finances

- Cardinal Management (invited but did not join)
 - Discussed financial and delinquency reports (there are no serious arrears)
 - Automatic withdrawal amounts updated to reflect 2026 rate increase
 - Discuss budget
- Edward Jones Account (reserve fund) is at \$198,514.95 as of 19 April 2026
 - Mutual Fund around 3.58% (variable)
 - Len to inquire with Edwards Jones POC about any recommended account changes

Old Business

- Completed walkthrough for identification of trip hazards
 - Walt coordinating concrete grinding to address uneven sidewalks
 - Walt reached out to neighboring HOA about branch debris removal
- Completed street patching (pot hole repair)
 - Efforts to coordinate with Dominion & Verizon were unsuccessful, so Walt did the repair
- Google Drive folder has been set-up for Board
 - Walt initiated folder structure; Len uploaded all info from his drive
 - Board members with Google accounts have been invited

New Business

- Discussed possible contractors for driveway repair, and sending community email to help coordinate group discount
- Parking issues: 1) vehicles that have not moved for extended periods, and 2) overnight parking of commercial vehicles
 - Len drafted a proposed parking message to community
 - Rich recommended to align towing enforcement in message with existing policy language
 - Discussed making this part of a forthcoming newsletter, leveraging existing parking policy
 - Also discussed considering an update of parking policy, if deemed appropriate

- Discussed elimination of coupon payment book
 - Len to contact residents that were previously hesitant to eliminate coupon book
- Completed Spring walkthrough
 - Resulted in \$13,000 estimate from existing landscape service for tree removal/trimming
 - Recommendation for getting additional estimates
 - Walt to coordinate with Fairfax Health on mosquitoes once they come back
- Homes on the market and recently sold
 - 2 home recently sold
- Next Board meeting will occur in late August 2026
 - Will work on 2027 budget