

# **Cabin Branch Forest Board of Directors Meeting**

## **Minutes**

**Location:** Virtual

**Date and Time:** Wednesday 16 September 2024

**Notice of Meeting:**

- CBF Web Site
- Email invite sent 11 September 2024

**Norms for this Meeting:**

- Shauwn requested all speakers to be respectful to each other during the meeting.

**Roll Call of Board Members**

- Shauwn Collins, President Present
- German Rojas, Vice-President Present
- Becky Schaefer, Secretary Present
- Kesva Naidoo Absent
- Dane Scott Absent
- Cliff Miller (non-voting volunteer) Absent

**Quorum**

- 3 of 5 Board Members required and present. Quorum met.

**Meeting Guests:**

- Gary Marsh, April Marsh, Adam Rossmiller, Steve Schaefer.

**Set Aside for homeowner walk up topics:**

The concern for the presence of fleas in the neighborhood remains. The Tot Lot has not been visited much this year. Gary asked what the HOA does to help mitigate this problem.

- Earlier in the summer, the HOA arranged for pest treatments to be done earlier. The pest treatments are paid for by the HOA and are administered monthly - PestNow currently treats the Tot Lot on the last Wednesday of each month (from March – October).
- In August, Shauwn sent an email to the entire HOA membership advising not to feed any wildlife so that they do not become at-home on our properties.

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Several options discussed for further mitigation. It is the concern that presence of foxes are the source of not only fleas, but maybe mites and even rabies.

Homeowners have responsibilities as well:

- Obviously, folks must not be taking care of any wildlife in any shape or form, whether that be feeding or harboring them unintentionally on their property.
- Neighbors need to continue home treatments to their pets.
- April said a more drastic measure would be to use a wildlife removal service.
- April said that she learned that when the temperature is below freezing for 5 days or below it will eliminate the problem.

All options are on the table. It seems for now the presence of foxes has lessened. If there are again reports, then the HOA will consider any additional options.

German thanked all the parties coming to bring up the issues.

#### **Previous CBF HOA Minutes:**

- 10 June 2024 minutes were reviewed and are posted to the HOA website.

#### **Board Business:**

- Drainage concerns about collapsed pipes due to excessive storm water. This issue needs initial investigating about if this is an HOA or Loudoun County responsibility. This may require dues increase.
- ARC – Hearing envelopes to go out soon.
- Block Party – the HOA has not heard. Becky will ask Ashley if something is planned for this year.

#### **Common Area Maintenance:**

- German and Becky are working on plans to upgrade the Tot Lot. Quotes have been received but are pricey. To reduce cost, the HOA is working on how some of the effort can be done with volunteers from the neighborhood. Reports to be done by December 2024 HOA Meeting and assessed for full presentation in the March 2025 meeting.

**Adjournment:** 7:00 p.m.