

Cabin Branch Forest Board ANNUAL Meeting

Location: Sterling Cascades Library Meeting Room A

Date and Time: Thursday 14 March 2024 @ 7:00 p.m.

Notice of Meeting:

- CBF HOA website.
- Email.
- FaceBook, two posts.

Roll Call of Board Members:

- Shauwn Collins, President - present
- Gina Carey, Vice-President - present
- Becky Schaefer, Secretary - present
- German Rojas - present
- Kesva Naidoo - not present
- Cliff Miller, non-member as financial volunteer - present

Quorum: 22 of 77 homeowners accounted for; quorum met.

	<u>Last Name</u>	<u>First Name(s)</u>	
1	Biddle	Bo & Kim	Proxy
2	Carey	Gina	
3	Clute	Jim	
4	Collins	Shauwn	
5	Cornwell	Jeff & Jan	Proxy
6	Della Penna	Tom	
7	Griffin	Larry	
8	Guerra	Antonio & Jackie	
9	Helstrom	Paul & Judy	Proxy
10	Hibbard	Dan & Ashley	
11	Jeffries	Eddie	
12	Kinley	Raymond & Tarah	Proxy
13	Lowden	Tom & Ann	
14	Miller	Cliff	
15	Paurazima/Minto	Nick & Rachel	Proxy
16	Rojas	German	
17	Rossmiller	Adam	
18	Saines	Koran	Proxy
19	Schaefer	Steve & Becky	
20	Scott	Dane & Consuelo	
21	Vestal	Tom	
22	Yard	Jason	Proxy

- 2023 In review presented by Shauwn Collins:
  - Approvals were made for sealing bike path, bike staining path fence, purchasing Smartweb's HOA management software, removing sign boards & improving email communication, increasing dues (to keep pace with trash, insurance & replacement costs), and donating to block party costs.
  - Volunteer work used for fixing the lot barrier, edging bike path, power-washing gazebo & fence and removal of downed trees. Thanks to all volunteers.
- Self-managed HOA vs managed company:
  - Self-managed needs more volunteers.
  - Management company is much more expensive.
- Volunteers Needed:
  - Thanks to all volunteers.
  - Will continue to need volunteers. Please consider giving a few hours of your time.
- Dues increases and why:
  - Increase in dues necessary to keep pace with higher costs.
  - Virginia laws coming soon to address how HOAs become fully funded.
- Where do our dues go:
  - Trash service is 58% of costs. The remaining covers all other expenses.
  - the Board reviewed the following financial reports as prepared by Cliff Miller:
    - Account balances - as of 12/31/2023.
    - Budget for 2024
    - Thanks to Cliff for volunteering financial work.
- Smartweb's HOA software:
  - Tool for better record-keeping.
- ARC inspections:
  - Please allow for ARC inspectors on property; we are all neighbors.
  - Inspections begin April 15, 2024
- Nomination and election of new board member and ARC members:
  - Dane Scott was nominated and unanimously elected to Board seat vacated by Gina Cary (Welcome Dane and thanks Gina!)
  - Adam Rossmiller and Jeff Cornwell were approved for the ARC committee.
- Q & A:
  - Ann Lowden asked about her concern for high speed cars on Cascades Road. She notes many vehicles go way past the speed limit. HOA has no direct ability to address the problem, however the HOA agreed to write a letter to the Sheriff's office.
  - Question about Tot Lot repairs – Recently Gina did research on costs and found that best cost for parts is \$12000. The Board will look at how much of that work effort can be done by volunteers. Thank you, Gina!

Adjourned at 7:30 p.m.