

Cabin Branch Forest Board meeting (regular business for Board)

Location: Sterling Cascades Library Meeting Room D

Date and Time: Tuesday 26 September, 2023 @ 7:00 p.m.

Notice of Meeting:

- Sign at exit of neighborhood
- Website
- Email sent to those who provided updated email addresses.

Roll Call of Board Members:

- German Rojas
- Gina Carey
- Shauwn Collins
- Kesva Naidoo
- Becky Schaefer

Quorum: All 5 Board Members were present. Quorum met.

Time set aside for homeowners to walk up to present issues:

- No other homeowners present.

Previous HOA minutes:

- Board reviewed and accepted minutes from 27 July 2023.

Board Business:

- Reviewed SmartWeb HOA Management Software. This can be used on a month-to-month basis and can accommodate financial and ARC needs. Cost comes to \$20 per house annually. The board approved use of the service. Cliff Miller will set up the accounts in the new tool.
- Reviewed the Treasurer's Report and discussed planning for budget forecasting. The Tot Lot is at end-of-life and repairs/update will need to be considered for next year. Action Item – Gina will provide some ideas for improvement.
- The physical sign for the exit to the neighborhood has been discontinued; the sign boards are deteriorating, and the letters are breaking. Of the HOA surveyed over 70% homeowners consented to use email as the usual method of communication with the HOA Board. Action Item – Becky to compose a letter to remaining HOA members who have not provided their email addresses.
- GoogleGroups is not working as expected. Action Item – Kesva will delete the GoogleGroup.
- ARC Rules and Covenants and By-Laws – to be reviewed by the HOA Board. There will be recommendations for what needs to be clarified.
  - Holiday/Yard Art decorations.
  - AC Units.
  - Satellite dishes and antennas.

- Shutters – faded or color variations.
  - Trim colors.
  - Wire Netting.
- Common Area –
  - Fences by bike path have been resealed.
  - Edging completed.
- Board Agenda – Shauwn stated the meetings will stick to the agenda more religiously.
- Trash – German reported that cost increase since the renewed contract in July is about 8%, which is quite reasonable when compared to other vendors' contract amounts. As in the past, if any homeowner asks for large item removal, there will be an \$85 charge. For future cost savings, the Board is considering moving to a once-a-week service. The next renewal date is 6/1/2026.
- ARC Activities – 28 homes have outstanding violations.

Next Meeting:

- HOA Board Meeting – November, TBD.
- This will be Gina's last meeting and the Board will need another member.

Adjourned at 8:00 p.m.