

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

### **Agenda**

**Location:** Virtual

**Dated and Time:** Monday 10 June 2024, 7:00 p.m.

#### **Notice of Meeting:**

- Email sent 5 June 2024
- CBF FaceBook announcement posted 6 June 2024

#### **Roll Call of Board Members:**

- Shauwn Collins, President Present
- German Rojas, Vice-President Present
- Becky Schaefer, Secretary Present
- Kesva Naidoo, Board Member Present
- Dane Scott, Board Member Absent due to family emergency
- Cliff Miller, Treasurer (non-voting volunteer) Absent

#### **Quorum:**

- 3 of 5 Board Members required; 4 of 5 Board present – quorum met.

**Meeting Guests:** Jeff Abravesh, Steve Schaefer.

**Set-Aside for homeowner walk up topics (as needed).** No issues.

**Previous CBF HOA minutes:** reviewed and are posted to the HOA website.

#### **Board Business:**

- Treasurer's report: none.
- ARC Rules and Covenants:
  - Inspections:
    - Initial Inspections done 14 April, 20204 (127 violations).
    - Follow-up inspections began 9 June 2024.
  - HOALife app has proven to be quite an asset for the ARC volunteers (Thomas Vestal, Jason Cornwell, and Adam Rossmiller). German and Becky offered up Kudos for the professional effort done. The inspections are done quickly, completely and communicated professionally.
- Common Area Maintenance:
  - Fence – Shauwn will ask Dane to provide a short report of the fence cleaning work done by the McLean Bible Church teenagers. Kesva offered that perhaps next time we be sure to mention to clean the insides of the fence.

- Flea infestation is being reported from many homeowners. Pest treatment is for regular monthly service, however an earlier treatment may be required.
- Tot Lot
  - Repair/replacement needs to be done for ½ of the play area equipment. Last year Gina Carey made initial inquiries of cost for materials (approximately \$12,000). The Board agreed that Becky and German continue with finding out more about costs (labor and other repairs – to get 3 quotes).
- Website, Emails:
  - Becky reported that she has almost all email addresses collected for our homeowners. Email addresses are used to update the communication efforts.
  - The HOALife holds the same list as updated by TJ (Thomas Vestal).
- Open Forum: Jeff Abravesh thanked the Board for all work done.
- Next Board Meeting; to be scheduled for September 10, 2024

**Adjournment:** 7:45 p.m.