

Cabin Branch Forest Association

Board of Directors/ Annual Meeting

Meeting Minutes

March 10, 2015

I. Call to order

Dan Hibbard called to order the regular meeting of the Cabin Branch Forest HOA Annual Meeting at 7:05 pm on Mar. 10, 2015 in the Claude Maude Recreation Center.

II. Attendance

A sign in sheet was provided for all those in attendance. Twenty Three (23) homeowners attended as well as three by proxy.

III. Meeting Minutes

- a) Cliff Miller gave a brief presentation updating the members on the Association's financial standings and operations during the year.
- b) Dan Hibbard reviewed the current Board composition and noted that 2 seats needed to be filled by election as well as an open ARC position. Open call for nominations proceeded. Jeff Schultz and Kesva Naidoo were nominated and confirmed by vote. Jackie Guerra indicated she would like to understand the ARC position and would speak with Dan Hibbard outside of the meeting.
- c) The subject of a bear in the neighborhood was discussed with numerous personal accounts. So far it has only been a nuisance but neighbors are encouraged to call the wildlife control for assistance. The information should be added to website and note that animal control cannot help with wild animals.
- d) Brooke Nelson noted that the corner of Midday Ln. and Evening Way, adjacent to the side of his house, continue to have suspicious activity with cars parking for short periods of time. Brooke has offered to "host" a motion activated spotlight on his house if the Association wants to pay for providing it. Most members thought it was worth pursuing Nelson's offer.
- e) Harold Looney brought up the fact that increased numbers of parked cars creates a safety hazard as well as inconvenience with the accumulated snow. Some feel that room rentals are causing problems and may be bordering on zoning violations. The board was asked to examine what can be done to minimize impact from room rentals.
- f) Harold Looney raised the issue of trash cans being visible during the week. He noted that snow has caused some issues with pickups, but in general trash cans needed to be policed on an ongoing basis to keep the neighborhood looking neat.

- g) Dan talked about the capital improvements that were made last year. The tot lot was refreshed with new equipment and refurbished benches. The lawn maintenance contractor will expand his work around the tot lot to keep it weed free and more inviting. This year the gazebos will be rebuilt and painted, using funds from reserves. Dan acknowledged many requests for fencing around the retention pond, particularly around the concrete culvert. The Board will further examine options this year.
- h) Jeff Schultz inquired about getting the sand swept from the streets. Dan explained that the cost of private sweeping was expensive when we inquired last year. This is a service that VDOT does perform, but based on their schedule. Last year the Board did submit online service requests for the sweeping. This information should be provided to all residents to submit the requests possibly on the website.
- i) The members were asked for their feedback on the annual inspections provided by CIS. Two members expressed concerns about the qualifications of the inspectors. Others expressed concerns about communications. One homeowner had submitted an extension and didn't receive a response. This instance was recognized by the Board late in the process and was an unfortunate but isolated incident. Another member raised the possibility of sending a "closed" letter once CIS completes re-inspections so the homeowner knows that they are in compliance. This will be requested by the board of the contractor.
- j) Important Dates:
Cleanup Day 3/22/15 Yard Sale 4/25/15
Block Party 9/26/15
- k) Dan Hibbard Adjourned the meeting at 8:35pm.