

Cabin Branch Forest BOD meeting (regular business for BOD)

Location: Sterling Cascades Library Meeting Room D

Date and Time: Thursday 27 July 2023, 7:00pm

Notice of Meeting:

- Sign at exit of neighborhood
- Website
- Email to those that have consented

Roll Call of Board Members:

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

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

Time set aside for homeowner walk up topics –

- Thera Miller, Tom Della Penna, Harold Looney, and Paul Sgambati were the community members in attendance
- General discussion about the discontinuance of the meeting notification sign at the entrance of the neighborhood because the sign is now in general disrepair. This might be a good time to get all neighbors on email as the official form of notification.

Review of previous HOA minutes –

- Reviewed and accepted minutes from April 12, 2023.
- Shawn took minutes for this meeting and will have Gary post to the website when complete.

Board Business –

- Treasurer's Report (read in by Shawn for Cliff) -
 - Most has gone to plan with one exception, the vast majority of owners paid the dues in full and took the discount. Cliff forecasted about half and actually it was 90 percent. This shows up as the dues being ahead of forecast but will also have us come up a little short on revenue because of the \$25 discount. This is only a few hundred dollars, not material to the overall finances, but something that the HOA will need to keep in mind for next year's budget. Cliff thinks we will end right about on budget, but will be \$1000 short on the reserves due to the tree removal early in the year. Currently there is about \$58,000 on hand with around \$9000 to spend through the end of the year.
 - Cliff was successful in getting the CDs switched to higher interest-bearing accounts. It took much longer than thought but now we are earning 400-500 per year on the reserves. Cliff will be moving the excess funds out of the operating account into the money market account to get that benefit. The board hasn't made

a formal declaration of reserves in a while. This should happen by the end of this year so these amounts can be properly segregated. This can be talked through during 2024 budgeting.

- o The HOA needs to get started on trash contract – likely a 60-90 notice window.

ARC rules and covenants –

- Re-inspections yet to be completed.

Common Area Maintenance and Upkeep –

- The
- German with Harold's assistance to investigate services of Happy Trails, and ask particularly about edging of the bike path.
- Thera Miller and Tom Della Penna volunteered for the ARC and the Board approved.
- Trashcans are not being picked up in a timely manner by end of trash pick up day.

Website, Emails & Facebook –

- From the response to the letters asking for email communication consent, not many people look at the website
- For those who have consented to email we have begun notifying them of meetings

Trash Service –

- German has some quotes for other trash services but quotes were much higher and/or companies unresponsive.

Board and Volunteer Activities accomplished this year

- Tot Lot playground barriers were fixed by Shauwn.
- Bike path was edged by the volunteers Larry Griffin, Nick Minto, TJ Vestal, Jim Clute, German Rojas, and Shauwn Collins
- Gazebos and some of the fence were power washed by German Rojas and Shauwn Collins
- The tree that fell on the utility pole support wires was removed by Paul Helstrom and German Rojas
- The Board thanks and appreciates the help from all volunteers!!!

Open Forum –

- Harold brought a complaint about the cars from a rental property being left in front of his house. Harold has also brought this complaint to the county. The HOA, although sympathetic, has no jurisdiction.

Action Items

- The board still believes it is a top priority to get the majority of community members or all who are interested to consent to email communication all board members will work on this
- German is to research the increase in costs of our existing trash service (when and how much).
- Shauwn to find prices to fix or replace with composite fence on bike path. Damage is enough to require a professional. Boards may be too weathered to stain
- Shawn to get access for Board viewing access to current contracts.
- The Board needs to make a formal declaration of reserves by the end of the year.
- Board to address ARC violations that have not been resolved

Next Board Meeting –

- Next Board meeting will be scheduled for September timeframe.
- The first 1/2 hour of the evening (7:00 p.m.) is reserved for Community Members topics & questions. If more time is needed
 - then this session can continue after the Board meeting, or
 - arrangement of a special meeting be scheduled.

Adjournment

- 8:15 p.m.