

Minutes of 11Jun, 2013 Meeting
of the Carriage Lawn Board of Directors

- I. Meeting called to order at 6:32 pm.
- II. Attendees:
 - A. Gay Ashley, President
 - B. Dave Armstrong, VP/Secretary
 - C. G'Ann Zieger, Treasurer
 - D. Mary VanMullekom, Member-at-Large
 - E. Hiranya Maru, Member-at-Large
 - F. Brian Heisler, GHA Property Manager
- III. Board waived the reading of previous meeting's minutes (previously reviewed and approved).
- IV. Meeting Topics
 - A. Financials:
 1. Brian provided the GHA Financial Report and bank statements and answered several board member questions.
 - B. Other Topics
 1. Main Entrance Power. Brian provided an update on the progress of work to establish electrical power at the main entrance for lighting and the irrigation system. All Dominion Power work has been completed and the final inspection was conducted on the 5th. Power Systems Electric (PSE) has completed the majority of their installation work and will soon be checking the status of the irrigation system. Once Brian confirms the new lighting is working, he will remove the existing solar lighting and check to see if it's still working for use in another area of the community.
 2. Revised Architectural Guidelines. Dave asked board members to take another week or two to review the ARB Guidelines and let him know if they have any additional changes. He will then send them to Brian for forwarding to Chadwick & Washington for review and comment.
 3. Community Inspection. Brian reported he had completed the community inspection and had already received a number of compliance sheets back from homeowners. He plans to do the re-inspection prior to the July 4th weekend.
 4. Verizon Unburied Cables. Brian reported he had contacted Verizon regarding unburied cables and they indicated they would be out to bury them within the next few days.

5. 2007-2008 Board Minutes. Brian reported he had not been able to locate any copies of these minutes. The board agreed this item can be removed from the GHA action item list.
6. Asphalt Assessment. Brian has contacted Brother Paving about conducting an assessment of the community's pavement. Brian also suggested that the board consider repainting the curbs.
7. Toddler Swing Set. Brian contacted a contractor about installing a toddler swing and was advised that Fairfax County does not permit installing a toddler swing adjacent to a regular saddle swing. He was also advised that there was insufficient space to install another swing set in the existing playground area. The board discussed options and asked Brian to obtain an estimate for installing a toddler swing in the grassy area that used to be the volleyball court. The board also discussed adding a bench and picnic table. **[Action Brian (proposal provided subsequent to board meeting)]**
8. Security. After receiving reports of minor vandalism and reports of teenagers hanging out in the playground, Brian requested additional patrols from the Fairfax County police.
9. Parking Violations. Board discussed several parking violations that have been observed, primarily residents parking in visitor parking. The parking committee is to be reminded to provide the automobile make, model and license number to the board secretary for recordation, whenever warning stickers are issued, enabling the update of the parking violation database.
10. American Disposal Contract Renewal. The board discussed an offer from American Disposal for renewal of their contract. The board has been generally pleased with the service provided, but Brian will obtain proposals from other contractors to see how competitive the bids are.
11. Tree Removal. Brian was contacted by homeowner's on Cedar Lane regarding three potentially dead trees. The board placed a not-to-exceed amount of \$1500 for removal of these trees. Brian also confirmed that another potentially dead tree in the vicinity of the fire station is actually on county property.
12. Landscaping. A community homeowner requested reimbursement for plantings they did on community property. The board rejected the request.
13. Flower Bed Watering. The board approved a proposal from John Hicks to perform watering of flower beds as needed.
14. Property Survey. The board discussed a full-scale community property survey in order to help resolve issues regarding tree ownership and encroachment issues. Brian will get proposals for this work. **[Action Brian (proposal provided subsequent to meeting)]**
15. Invasive Vines. CAS completed the invasive vine removals and one of the two sprayings to inhibit regrowth of weeds. The board asked that CAS develop a proposal for replanting this area in order to restore the privacy of homeowners along this property line. **[Action Brian]**

16. Chadwick & Washington Legal Seminar. Dave provided a brief summary of some of the topics discussed at the C&W legal seminar. He also pointed out that they will be conducting additional seminars later in the year if any board members were interested in attending.

17. Board Resolution Regarding Cost Schedule for Providing Copies of Books and Records. Dave pointed out that the Board had not yet approved the resolution providing a cost schedule for copying books and records for homeowners. [NOTE: the cost for this service is subject to change, from time-to-time, as prices adjust within the management agreement between Carriage Lawn HOA and GHA Management Services. Should a cost discrepancy arise, the higher of the two costs shall prevail.] In the last communication on this topic, several board members asked that the resolution list those costs rather than simply refer to the property management contract. Dave stated he would send the most recent draft of the resolution for board member consideration. **[Action Dave (completed subsequent to meeting)]**

18. Next Board Meeting. The board tentatively set the next board meeting for 6:30 p.m. on September 10, 2013.

V. Executive Session Topics:

A. Status of delinquent accounts.

VI. Meeting Adjourned at 8:08 p.m.