

**DRAFT Minutes of 2 December, 2013 Meeting**  
**of the Carriage Lawn at Barkley Board of Directors**

- I. Meeting called to order at 6:57 pm.
- II. Attendees:
  - A. Gay Ashley, President
  - B. Dave Armstrong, VP/Secretary
  - C. Mary VanMullekom, Member-at-Large
  - D. Hiranya Maru, Member-at-Large
  - E. Brian Heisler, GHA Property Manager
- III. The board approved the minutes of the September 10<sup>th</sup>, 2013 meeting.
- IV. Meeting Topics
  - A. Financials:
    1. Brian provided the GHA Financial Report and answered several board member questions.
  - B. Other Topics
    1. Property Survey. B.W. Smith confirmed that they would give a fifteen percent discount off their proposed survey price if they could wait until after leaves had fallen to conduct the property survey. They anticipate starting the survey either late this year or early in 2014. The survey is being performed to clarify property lines for our community, thereby making it easier to know when an item requiring care is actually within our boundaries or on a neighboring property.
    2. Community Lighting Assessment. Brian reported on options for installing street lighting in the community. Although solar light technology has improved, individual light costs are high (approx. \$5,500 per light). As an alternative, the board asked that Brian contact PSE and other electrical contractors about conducting a feasible study for installing underground cabling and street lights in the community. [Action Brian]
    3. Revised Architectural Guidelines. The board agreed to proceed with the latest revision to the ARB Guidelines which incorporates recommendations from Chadwick & Washington. Dave will post this version to the community web site. The board intends to vote on adoption of the revised guidelines at the annual meeting. [Action Dave].
    4. Common Area Cleanup. The board asked that Brian arrange another community cleanup after the New Year and prior to the annual meeting.

5. Community Tree-Trimming. The board reviewed the tree-trimming proposal from Freedom Tree Service. Several board members indicated that some additional trees may need to be added to the list and will identify those trees to Brian. In order to accommodate additional trees, the board voted unanimously to approve the trimming for a not-to-exceed amount of \$2,000. [Action board members]
6. Repainting Address Curb Markings. The board voted unanimously to approve the CAS proposal for repainting curb markings on Royal Doulton's assigned and visitor parking spaces.
7. Annual Meeting. The board agreed to have the annual meeting on Monday, 13 January. The board also voted unanimously to approve five \$50 gift cards for a drawing to be held at the annual meeting.
8. Fee Schedule Resolution. The board voted unanimously to approve Policy Resolution No. 5 – Cost Schedule for Providing Copies of Books and Records.
9. Toddler Swing. Hiranya mentioned that one of the chains for a toddler swing bucket is uneven and needs to be adjusted. Brian said he would check on it. [Action Brian]

V. ARB Hearing Review. The board reviewed the results of the ARB hearing and decided unanimously that the following violations must be corrected by December 15<sup>th</sup>, and if not corrected by that date, a violation charge of \$10 (ten dollars) per day would be assessed for each violation beginning on December 16<sup>th</sup>:

<u>Account</u>	<u>Violation</u>
110956	Missing shutter on front of home
110916	Missing trim at roof line
111021	No ARB approval for rear deck
111021	Drawings on garage door must be removed
111021	Damaged window grid must be repaired or replaced
111021	Lamppost crossbar missing
111021	No ARB approval for concrete walkway
110941	Rear deck damaged and requires repair
110941	Improper storage in rear yard. Unapproved items must be removed.
110957	Front columns damaged and require repair/repainting
111004	No ARB approval for rear deck
110905	Missing shutter on front of home

VI. Executive Session Topics:

- A. Status of delinquent accounts.

VII. Meeting adjourned at 8:35 p.m.