

**DRAFT Minutes of 27 January, 2015 Meeting of the
Carriage Lawn at Barkley Board of Directors**

I. Meeting called to order at 6:35 pm.

II. Attendees:

- A. Gay Ashley, President
- B. Dave Armstrong, Vice President/Secretary
- C. G'Ann Zieger, Treasurer (via phone)
- D. Hiranya Maru
- E. Mary VanMullekom
- F. Brian Heisler, GHA Property Manager (via phone)

III. The board voted unanimously to approve the minutes of the 28 October, 2014 board meeting.

IV. Meeting Topics

A. Rescheduled Annual Meeting

The annual meeting scheduled for this date was cancelled due to a snow storm and the closure of Fairhill Elementary School. The board agreed to reschedule the annual meeting to Tuesday, 24 February. Brian will send out new annual meeting notices and include the community lighting project as one of the topics for discussion.

B. FiOS

Brian reported that Verizon had received the notarized easements from the community and would be passing the project to their construction department for planning the installation. Verizon estimated that there would be 3-4 month lead time before installation would begin. Brian anticipated that the installation would be completed in May.

C. Financial Statement

Brian answered several board member questions regarding the financial statement. Gay noted several accounts that were more than 60 days overdue but with dollar amounts that were less than the threshold for taking the accounts to collection. The board asked that GHA send out reminder notices to these homeowners.

D. 2015 ARB Inspection

Brian stated that the inspection would likely take place in the April-May time frame.

E. Future Projects

Brian pointed out that this was a good time for the board to begin considering community projects for 2015. In addition to the lighting project, he suggested that the board consider landscaping enhancements, the previously discussed privacy wall/fence along the western property line, clearing undergrowth, and fire lane/curb painting.

F. Reserve Study

Dave pointed out that it has been five years since the last community reserve study and that we were due for another one this year. The board asked that Brian solicit bids for this study.

G. Fairfax County Land

In response to a previous board request, Brian reported that he had received a letter from Fairfax County granting the community permission to continue maintaining the strip of county land running between the north property line of Carriage Lawn and Lee Highway. The board has always maintained this land since it helps ensure the consistent, attractive appearance of our property at negligible cost to the HOA. The county only asked that we notify them should we decide to discontinue this maintenance.

H. Community Lighting Project

The board discussed lamp post and fixture options for the community lighting project. These options included the fixture style, the type of lens, the type of lamp, and the type and height of the light pole. Dave offered to draft an e-mail that listed the board's options for contractor pricing as well as any questions we wanted to have answered. [Subsequent to this meeting, the board decided to meet directly with the contractor in order to finalize the project prior to the annual meeting].

I. GHA Contract Renewal

Gay reported she had signed the renewal of the GHA contract and asked Brian for a copy of the final document.

V. Executive Session

The board discussed a homeowner's request regarding correction of their ARB violations.

VI. Meeting was adjourned at 8:33 pm.