

Carriage Lawn at Barkley HOA  
Annual Meeting of the Members  
Minutes  
January 29, 2018

- I. Meeting called to order at 7:00 pm. And Quorum was recognized

**Board Members in Attendance**

Gay Ashley, President

Mary VanMullekom, Vice President

Hiranya Maru, Member-at-Large

Brian Heisler, GHA Property Manager

**Board Members not in attendance:**

Mike Noonan, Secretary

Jim Ryan, Treasurer

**Purpose of the Meeting**

The purpose of the meeting was to conduct the required annual meeting of the Homeowners Association of Carriage Lawn at Barkley.

A quorum of members was confirmed by Gay and Brian and the meeting was called to order at 7:00 pm. Introductions of the Board, Committee Chairpersons, and community residents attending the meeting was made.

The Annual Meeting Agenda was Presented and a voice approval was made to proceed without any additions or corrections.

**Agenda**

1. **Approval of the minutes of the 2017 Annual Meeting.** The Meeting Minutes were reviewed by the attendees. A motion was made to accept the minutes. **The minutes passed unanimously as written.**
2. **State of Association Reports.** Brian was introduced as the current Property Manager from GHA.
  - a. **President's Report.** Gay provided a brief summary of actions and initiatives since the last General Meeting
    - i. **Retaining Wall Restoration and Repair.** A structural engineer reviewed the community walls noting items needing repair. All retaining wall restorations were completed and inspected last fall. The project is complete.

- ii. **Landscaping Contractor “Blade Runners” is replacing CAS.** They come to us with many years of experience.
- iii. **Snow removal contract** is continuing with Aurora Landscapes. Positive comments from the community were taken into consideration when renewing the contract. The snow will be piled in visitor spaces and dead-end streets rather than piled in people’s yards or street corners to avoid obstructing vision.
- iv. **GHA Agreement** was renewed to continue management services for 2018.
- v. **ARB Guidelines.** The Board updated the materials and added a composite option to the decking materials and outlined acceptable roofing and siding. Solar Panels are prohibited. Satellite dishes are to be as inconspicuous as possible. See ARB Guidelines for specific requirements.
- vi. **Rentals/Lease.** Our HOA documents require a **minimum of a 6-month rental agreement.** A requirement that a complete copy of the signed Lease is to be provided to the management company (GHA). The primary concern is short-term occupancies and tenants being unaware of HOA rules and benefits.
- vii. **Garbage and Recycling** continue to be an issue. The board will be reviewing an option of collecting the small bins and replacing them with larger lidded bins for each home.
- viii. **Irrigation** is in place on both sides of the street at Nipper Way’s entrance.

**b. Treasurer’s Report – Brian Heisler Reported on Behalf of the Treasurer**

As of the December 31, 2017 financials, the Board had the following amounts:

- \$186,856.73 in operating
- \$325,887.06 in reserves
- \$5,011.68 in delinquent accounts

At 2017-year end, the association had a budgeted net income of \$16,629.17. This was mostly due to very little spending during the year on snow removal.

A brief explanation was given to residents with regards the reserve fund, current investments, and delinquent accounts. The upcoming asphalt project was also briefly discussed from a financial perspective.

**Parking Policy Discussion**

Motion was made from the homeowners to review the Parking Policy, specifically paragraphs #1 and #9, possibly amending certain language concerning immediate towing of vehicles which lack valid registration while parked on community streets. The board will discuss at an upcoming Board Meeting.

**Election of two member positions** ensued. Zaki Horany and Lisa Colten were elected to the board by secret ballot.

**Adjournment of Annual Meeting** – A motion was made and seconded to adjourn the meeting. The meeting was adjourned at approximately 8:15 p.m.

Minutes Respectfully submitted: Mary VanMullekom on January 30, 2018.

Minutes Presented to Community for Review: February 26, 2019

Minutes Approved by Residents: February 26, 2019