

Carriage Lawn at Barkley HOA
Board of Directors Meeting
Meeting Minutes

May 16, 2017

Board Members in Attendance

Gay Ashley, President
Mary Van Mullekom, Vice President
Jim Ryan, Treasurer

Board Member Not in Attendance

Hiranya Maru, Member-at-Large

Brian Heisler, GHA Community Manager, was not required to be in attendance.

Call to order at 6:23 p.m.

Siding Review – Brand, Color and Style: DryHome Roofing and Siding, Inc. (aka DryHome) was asked to review siding of both the Centex and Laing built homes in our community. The siding review was prompted by certain vendors stating that community styles and colors are no longer available. DryHome confirmed that the community siding colors and styles are still available. Centex used the CertainTeed MainStreet Siding and Laing Homes used the CertainTeed Carolina Beaded Siding. **Motion** was made to accept the CertainTeed MainStreet Siding for the Centex-built homes and CertainTeed Carolina Beaded Siding for the Laing-built homes, each in the same color and style as originally installed upon the home.

Motion was unanimously approved.

Roofing Review – Brand, Color and Style: DryHome Roofing and Siding, Inc. also provided pallets for shingle color and style for Board review. **Motion** was made to approve the following roofing brand, styles and colors:

- CertainTeed Landmark in Moire Black or Charcoal Black
- CertainTeed XT25 in Moire Black or Black
- CertainTeed CT20 in Moire Black or Black

Motion was approved unanimously.

Composite Deck – Color and Style: **Motion** was made to clearly define the use of composite decks within our ARB Design Guidelines as “Quality materials (Trex, Azek or the like), in brown tones similar to those used in the colors available for deck stain, with the look of natural wood grain.” **Motion was approved unanimously.**

ARB Design Guidelines – Clarification and Additional Items:

Under Item K. Exterior Colors/Exterior Painting” is to be revised by adding “(See Appendix A - Paint, B – Deck Stain, C- Roof, and D - Siding.)

- Appendix A – Approved Exterior Colors shall be revised to read “Appendix A – Approved Exterior Colors - Exterior Painting”
- Appendix B – Approved Exterior Colors - Deck Stain
- Appendix C – Change to Appendix E – Storm Door (check wording)
- Appendix D – Change to Appendix F – ARB Application (check wording)
- New Appendix C - Approved Exterior Colors – Roof
- New Appendix D – Approved Exterior Colors – Siding
- Where the appendix item is referred to within the ARB Design Guidelines, the item is to be adjusted accordingly.
- **Solar Panels** – Discussion ensued, prompted by a community member’s inquiry. **Motion** was made to prohibit solar panels on properties within our community. This is to be added to the ARB Guidelines for the community. **Motion passed unanimously.**
- **Satellite Dishes** – An ARB statement on satellite dish placement was issued by the Board of Directors in, or around, 2002. This item was not included in the ARB Design Guidelines with the recent update. The Board discussed and determined that clarification on this item is to be incorporated into the ARB Guidelines. **Motion** to include satellite dish restrictions in the ARB Design Guidelines as follows. Installation of satellite dishes must follow the placement guidelines below:
 - As inconspicuous as possible and to be placed on the back side of the roof, low enough to be invisible from the front of the house.
 - Below the upper rail of the deck, placed on the deck flooring, not on the railing.
 - Below the top of the fence line in the back yard, out of sight and may not be attached to the neighboring companion fence.

Motion passed unanimously.

Rental Properties –

- **Motion** to require owner/landlords who rent their property to provide a full, completed and signed copy of the Lease to the Carriage Lawn at Barkley HOA Property Manager in advance of occupancy. **Motion was approved unanimously.**

- This is a standard rule within most communities and helps to ensure that the owner/landlord has provided the appropriate information on, and requirements to follow, rules and regulations within our community to the incoming occupant.
- The Board discussed that our governing documents do cover that six (6) months is the minimum lease period available to homes in our community. At the Legal Seminar provided through our attorney, discussion of Air BNB and other short-term rentals were addressed. Homes in our community are ineligible for these overnight and shorter term rentals. It was suggested that a penalty be imposed if an owner is in violation of this community rule. The Board discussed a penalty in excess of the potential rental fee, as was discussed at the Legal Seminar. It was decided that the Board will take action, if this becomes a problem in the future.

Speeding and Failure to Stop at Stop Signs: Discussion ensued concerning the dangerous speeding within the neighborhood, as well as some residents failing to stop at stop signs. Rather than inconvenience many with speed humps or bumps, as well as investing in a constant community upkeep expense, the following **Motion** was made to invite police to enforce the speed limits, stopping at stop signs and to ticket, as needed. **Motion was approved unanimously.**

Garbage & Recycling: Discussion ensued concerning the inability of a few residents to secure their garbage and recycling, resulting in debris blowing around our community. The Board is requesting the cost of garbage cans with lids and recycling bins with lids. Further discussion will take place at an upcoming Board Meeting. **[Action: Brian]**

Neighborhood Bring-A-Dish Social: The Board discussed various dates and, in an effort to have a bit of planning time, chose Sunday, June 4 as the date. The rain date will be Saturday, June 4. It is hoped that an additional date or two will be scheduled for later in the summer and/or autumn. This date may be revised, as needed. Notice of community events will be placed on the Carriage Lawn at Barkley HOA Facebook page and a notice will be placed in the kiosk at the entrance to Saxon Flowers.

CAS Landscaping – The previous contact for CAS is leaving her position. The owner of the company will be our contact in going forward.

Minutes Approved – Minutes below were presented for approval, after prior Board member review. The November and December Minutes were presented at the January 30, 2017 meeting whereby a motion to revisit the vote would include a majority of the Board Members present at the approval meeting had also been present at the meetings covered by the Minutes.

Motion was made to approve the following Minutes:

- Board of Directors Meeting Minutes – November 14, 2016 – Part 1(Hiranya’s Notes) and Part 2 (Gay’s Notes) (Yes – Mary and Gay; Abstention – Jim)

- Board of Directors *Special Meeting* Minutes – December 15, 2016 (Yes – Mary and Gay; Abstention – Jim)
- Board of Directors Meeting Minutes – January 30, 2017 (Yes – Jim and Gay; Abstention – Mark)
- Board of Directors *Special Meeting* Minutes – February 28, 2017 - Prior to Annual Meeting (Yes – Mary and Gay; Abstention – Jim)
- Board of Directors *Special Meeting* Minutes – February 28, 2017 – After the Annual Meeting (Yes – Mary and Gay; Abstention – Jim)

Financial Statement Review – March and April Financial Statements were reviewed. Discussion to continue laddering investments in CDs.

Nipper Way Irrigation System Update – The system will be completed and tested prior to the end of May. Entrance garden plantings were delayed while the system is being installed and tested. Plantings will occur shortly thereafter.

Community Tree Trimming Project – While trees were trimmed, several areas of specific trimming were missed. JL Tree Service will revisit and complete prior to payment. It was suggested that residents contact Brian at GHA with a description and location of any common area trees which need attention for future trimmings.

Lismore Lane/Chichester Lane (School) Walkway – Fairfax County informed the community of their plans to install a walkway from Lismore Lane to the sidewalk leading to the school. The Board discussed and all were in favor of the installation, no objections or concerns. It was deemed an improvement to the community and a safer, cleaner walkway for the residents use.

Board of Directors – Member and Secretary Opening – Mark Walker resigned from the Board and the Office of Secretary for personal reasons. The Board requested that an invitation be issued to Michael Noonan to join the Board and to fill the Office of Secretary for the remainder of Mark Walker’s term. The term expires at the Annual Meeting in 2018.

Meeting adjourned at 8:30 p.m.

Minutes Review and Approval

Respectfully Submitted by: Gay Ashley

Reviewed by Board of Directors: September 4, 2017

Approved by Board of Directors: September 4, 2017 (3 Yes; 1 Abstention)