

**NOB HILL FOREST TOWNHOME ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 21, 2021  
MEETING MINUTES**

**Call to Order/Declaration of a Quorum**

- President Catherine Kudrick declared a **meeting quorum** at 6:30 p.m., meeting hosted on RingCentral.
- Notification of Virtual Board meeting posted on cavaliermanagementhoa.com per guidelines set by Virginia's 4/22/20 Emergency Legislation allowing virtual board meetings.
- The following Board members were in attendance: Catherine Kudrick, Catherine Akins, Sharon Thomas, Kathleen Fish, Denise Hagerman
- Homeowners: No homeowners in attendance
- Management: Jillian Cullinane, Dan Cullinane, Jim Uvena

**Homeowners Forum**

- No comments were made.

**Minutes**

- **MOTION #21-01** Catherine Kudrick made a motion to approve the November 5, 2020 meeting minutes. Kathleen Fish seconded the motion. Motion passed unanimously.

**Manager's & Treasurer's Report**

- Manager Jim Uvena presented the November 30, 2020 Balance Sheet and Profit & Loss.
- Jim informed the board that the December bank statements had not been received as of today due to the Truist merger and mail delays.
- Management reported a cash balance of \$354,901.86 of which \$262,623.00 was identified as Replacement Reserves per the 12/31/18 Audit report.
- **MOTION #21-02** Catherine Kudrick made a motion to accept the Treasurer's Report. Sharon Thomas seconded the motion. Motion passed unanimously.

**OLD BUSINESS**

**Triad Engineering, Inc., Inv. 040157, \$385.00**

- **MOTION #21-03** Catherine Kudrick made a motion to approve Triad Engineering, Inc., Inv. 040157, in the amount of \$385.00, for payment. Kathleen Fish seconded the motion. Motion passed unanimously.

**NEW BUSINESS**

- Management reported that they are in the process of working with NOVEC to get a proposal for new lighting. Management will also send pictures of solar lighting to the board.
- There was also discussion regarding a stolen vehicle and an illegal drag race within the community.
- Management reported on the new parking rules and that residents seem to be following the rules. There has been a decrease in calls/towing.

**TIME AND PLACE OF NEXT MEETING**

- March 18, 2021 @ 6:30pm, Location: RingCentral

**ADJOURNMENT**

- **MOTION #21-04** Catherine Kudrick made a motion to adjourn the meeting. Kathleen Fish seconded the motion. Motion passed unanimously, and meeting adjourned upon mutual consent at 7:12 p.m.

Respectfully submitted,

Jillian Cullinane, Manager  
*On behalf of Secretary*

**APPROVED UNANIMOUSLY BY THE  
BOARD OF DIRECTORS AT THE  
MARCH 18, 2021 BOARD MEETING**