

**Towns of Forest Hills HOA Minutes
Board of Directors
Minutes of Monthly Meeting
May 24, 2021**

Board Attendees:

Richard Pierce
Yolanda Murphy
Waqar Khan
Melanie Hanifan

Cavalier Management:

Jim Uvena
Dan Cullinane
Jillian Cullinane

No homeowners present.

Meeting was held virtually via Zoom online meeting platform. Link for homeowners to attend is published on website.

Richard called the meeting to order at 7:00pm and established a quorum.

Meeting minutes from April 26, 2021 was approved. Richard made the motion and Melanie seconded the motion; motion carried.

Financials:

Paving work has been completed; final invoice should be around \$34,000.

Motion was made for the Association to write off a debt of \$5,808.60 on lot FC016 due to Chadwick & Washington's advisement that owners have passed. There is no probate\ estate establishment. Waqar seconded motion, motion carried.

Hearings will be scheduled for June for lots; 084, 121, 131, 180 for nonpayment of Association dues or default of payment plan made.

Inspections:

21 homes were found to be out of compliance on May 11th and 18th, account 016,023, 024, 027, 028, 031, 040, 050, 054, 056, 058, 062, 064,077, 098, 100, 103, 117, 119, 126 and 130. All were given notice with a 30-day come into compliance date.

The BOD's asked Cavalier to change simple violations to a 1 week, come into compliance, and the rest leave at 30 day, come into compliance, form. 1-week violations will get a hang tag placed on door while the 30-day infractions will be mailed.

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Old Business

A Visitors Log has been started for guest parking in community. This is being done to address the issue with homeowners parking in guest spots.

The BOD's requested Cavalier to readdress Virginia Lawns addendum with Ken (Owner) to get clarification on the addendum provided. There was a price difference and unclear verbiage of the tasks.

House Bill 1816 was tabled. BOD's will visit this later.

New Business:

A motion was made from Richard for the proposal from Precision Tree Service LLC., will be approved as soon as Cavalier provides a copy of business license to perform line item #2 for \$350.00. The BOD's was provided a copy of LLC and COI, no copy of business license. Seconded by Melanie, motion passed unanimously.

A motion from Richard to turn 2nd parking space assigned to Lot 111 into a Visitor spot once the attorney provides confirmation. Waqar seconded. Motion passed unanimously.

Next meeting will be held on June 28, 2021 at 7pm on Zoom

Meeting was adjourned at 9:04pm
These minutes were approved by the Board of Directors

Melanie Hanifan