

**NOB HILL FOREST TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
May 18, 2023
MEETING MINUTES**

Call to Order/Declaration of a Quorum

- Notification of Virtual Board meeting posted on CavalierManagementHOA.com and conducted per Policy Resolution No. 09-09: Establishing procedures for electronic notices and virtual meetings.
- President Catherine Kudrick declared a **meeting quorum** at 6:33 p.m. to start the meeting, which was hosted on Webex.
- The following Board members were in attendance: Catherine Kudrick, Sharon Thomas, Kathleen M. Fish, Denise R. Hagerman.
- Management in attendance: Dan Cullinane

Homeowners Forum - There was no discussion during the homeowners forum.

Executive Session

Catherine Kudrick made a motion to enter executive session 6:37PM. Seconded by Denise Hagerman. Motion passed unanimously.

Catherine Kudrick made a motion to exit executive session at 6:51pm. Seconded by Kathleen Fish. Motion passed unanimously.

Manager's & Treasurer's Report

- Financials emailed to the board. The board had no questions.

Meeting moved to Zoom at 7:02 PM due to Webex timing out the meeting.

OLD BUSINESS

- 2023 Reserve study complete and sent to the board. Board discussed raising dues to accommodate for recommended reserve contributions.

NEW BUSINESS

- Board instructed management to send violation letters to homes on Jonathan Ct that have cars with illegal exhausts. Cathy to email management list of homes.
- Board voted to approve Town and Country's tree proposal 11-20270, \$1,000. Cathy Kudrick made a motion to approve, Seconded by Denise, motion passed unanimously.

TIME AND PLACE OF NEXT MEETING

- **Board elected to cancel the July 6, 2023 meeting. Board elected to host meetings on Zoom moving forward.**
 - Sept 7, 2023 @ 6:30pm, hosted on Zoom
 - Nov 16, 2023 @ 6:30pm, hosted on Zoom (Annual Meeting with regular board meeting immediately following)

ADJOURNMENT

- Catherine Kudrick made a motion to adjourn the meeting. Denise R. Hagerman seconded the motion. Motion passed unanimously, and the meeting adjourned upon mutual consent at 7:32 p.m.

Respectfully submitted by
Daniel Cullinane, Cavalier Management
On behalf of the Secretary

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE SEPTEMBER 7, 2023 BOARD MEETING.