

**NOB HILL FOREST TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 21, 2024
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.
- Board Member Catherine Kudrick declared a ***meeting quorum with all four board members in attendance*** at 6:33 p.m. to start the meeting, which was hosted on Zoom.
- The following Board members were in attendance: Denise R. Hagerman, Catherine Kudrick, Sharon Thomas, and Kathleen Fish.
- Management in attendance: Dan Cullinane
- Homeowners in attendance: None.

Homeowners Forum - None

Meeting Minutes

Catherine Kudrick made a motion to approve the September 12, 2024 meeting minutes. Sharon Thomas seconded the motion. Motion passed unanimously.

Manager's & Treasurer's Report

- Manager Dan Cullinane presented the October 2024 financials, including the balance sheet and profit and loss: Cash balance: \$505,836.63, Accounts receivable: \$35,176.75.
- Management reported that 18 accounts are in the process of being sent to the attorney for collections.

OLD BUSINESS

- There was a brief discussion regarding the recent tree work.
- Catherine Kudrick made a motion to appoint Kathleen Fish to the vacant Board position, with a term of 2024-2027. Sharon Thomas seconded the motion. Motion passed unanimously.
- Catherine Kudrick made a motion to approve the following officer positions for 2024-2025. Sharon Thomas seconded the motion. Motion passed unanimously.
 - Catherine Kudrick, President
 - Sharon Thomas, Vice President
 - Kathleen Fish, Treasurer
 - Denise Hagerman, Secretary

NEW BUSINESS

- Trash contract with American Disposal is ending on 1/31/25. The Board discussed and reviewed proposals with an effective date of 2/1/25. Catherine Kudrick made a motion to not renew with American Disposal and approve Disposal Services at \$15.00/unit/month or \$3240/month, with a new pick-up day as Wednesday. Denise Hagerman seconded the motion. Motion passed unanimously.

TIME AND PLACE OF NEXT MEETING

- Catherine Kudrick made a motion to approve the 2025 Board Meeting Schedule, as listed below. Sharon Thomas seconded the motion. Motion passed unanimously.
 - January, 1/16/25 @ 6:30pm, location: virtual meeting, hosted on zoom
 - March, 3/13/25 @ 6:30pm, location: virtual meeting, hosted on zoom
 - May, 5/15/25 @ 6:30pm, location: virtual meeting, hosted on zoom
 - July, 7/10/25 @ 6:30pm, location: virtual meeting, hosted on zoom
 - September, 9/11/25 @ 6:30pm - Budget Review, location: virtual meeting, hosted on zoom
 - November, 11/20/25 @ 6:30pm, Annual Meeting with regular board meeting immediately following, location: virtual meeting, hosted on zoom

ADJOURNMENT

- Catherine Kudrick made a motion to adjourn the meeting. Sharon Thomas seconded the motion. Motion passed unanimously, and the meeting adjourned upon mutual consent at 7:07 p.m.

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

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE JAN 16, 2025 BOARD MEETING.