

**NOB HILL FOREST TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 13, 2025
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 three out of four board members in attendance*** at 6:31 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.
- Management in attendance: Dan Cullinane
- Homeowners in attendance: None.

Homeowners Forum - None

Meeting Minutes

Catherine Kudrick made a motion to approve the January 16, 2025 meeting minutes. Denise R. Hagerman seconded the motion. Motion passed unanimously.

Manager's & Treasurer's Report

- Manager Dan Cullinane presented the February 2025 financials, including the balance sheet and profit and loss: Account balance in all 6 accounts (3 MMs, 2 CDs, 1 Checking): \$524,653.29, Accounts receivable: \$18,551.35.

NEW BUSINESS

- Catherine Kudrick made a motion to approve Virginia Lawn Service, Inv. CI-5373, A/C#: 519, \$1335.00. Denise R. Hagerman seconded the motion. Motion passed unanimously.
- Catherine Kudrick made a motion to approve CJ's Lawn and Tree Service, Inv. 3295, \$6360.00. Denise R. Hagerman seconded the motion. Motion passed unanimously.
- The Board discussed the PIR for Account P7 - requesting for the color of the current door.
- Trash receptacle enforcement notice - Board member to get management notes for a mailout, draft to be approved by the board and mailed to all residents.

TIME AND PLACE OF NEXT MEETING

- 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 7:19 p.m.

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

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE SEPTEMBER 11, 2025 BOARD MEETING.