

**NOB HILL FOREST TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 11, 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 6:41 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

- D5A Tree Request: Board unanimously approved request as submitted, with the following stipulations: Must use a licensed and insured tree company, the tree must be hauled away at homeowner's expense, homeowner agrees to not hold Nob Hill THA liable for any possible damage to any property during the tree cutting/removal.

Meeting Minutes

Catherine Kudrick made a motion to approve the March 13, 2025 meeting minutes. Denise R. Hagerman seconded the motion. Motion passed unanimously.

Manager's & Treasurer's Report

- Manager Dan Cullinane presented the August 2025 financials, including the balance sheet and profit and loss: Account balance in all 6 accounts (3 MMs, 2 CDs, 1 Checking): \$542,318.04, Accounts receivable: \$5,737.29.

NEW BUSINESS

- 2026 Proposed Budget was presented/reviewed, with the following options for dues increases: 0%, 2.5%, 5%. Catherine Kudrick made a motion to approve the 2026 proposed budget as presented, with a 0% increase in the 2026 dues. Sharon Thomas seconded the motion. Motion passed unanimously.
- Snow Proposals for the 2025-2026 season were presented/reviewed: Catherine Kudrick made a motion to approve ATS Service Snow Removal Agreement, as presented, eff. 9/12/25 to 6/30/26. Denise Hagerman seconded the motion. Motion passed unanimously.
- Landscaping Proposals, effective 1/1/26, were presented/reviewed: Catherine Kudrick made a motion to approve Town & Country Landscaping, Inc., Sept 2, 2025 landscaping maintenance services proposal, as presented, eff. 1/1/26 to 12/31/28, Payments to the contractor will be made in Thirty-six (36) successive monthly installments (January through December) in the amount of \$1,541.66 for a total of \$55,500.00. Denise Hagerman seconded the motion. Motion passed unanimously.
- Board requests a dead tag inspection of the community.
- Trash violation hearings: board agrees to not move forward with scheduling a hearing at this time. However, moving forward, the violation letters should state: "If violation persists, the trash/recycling receptacles will be removed".

TIME AND PLACE OF NEXT MEETING

- 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 7:34 p.m.

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

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE NOVEMBER 20, 2025 BOARD MEETING.