

Minutes of Carriage Lawn Board of Directors Meeting of 1 December, 2011

I. Meeting called to order at 6:35 pm.

II. Attendees:

- a. Gay Ashley, President
- b. Dave Armstrong, VP/Secretary
- c. Jim Ryan, Member-at-Large, Chairman ARB
- d. Mary Van Mullekom, Member-at-Large
- e. Brian Heisler, Property Manager

III. Board waived the reading of the minutes from the 4 October meeting.

IV. Meeting Topics:

- a. Annual Meeting: Determined best date for annual meeting would be 26 Jan. (Brian subsequently confirmed Fairhill Elementary School library would be available). Start time set for 7pm with 6:45pm sign in. Brian will send meeting announcements and include stamped, addressed envelopes to facilitate return of proxies.
 - i. Brian recommended discussing playground utilization at the annual meeting, and specifically getting an idea of what homeowner's might like to see in the current sand pit/volleyball area. Brian will get estimates for playground mulching options, including use of synthetic mulch. [**ACTION**: Brian]
- b. Entrance Lighting: Board unanimously approved installation of main entrance lighting using a solar-powered system (installation subsequently completed).
- c. Trees:
 - i. Tree overhanging fire station access road has been trimmed as requested.
 - ii. Board discussed replacing tree at corner of Blue Royale and Langdon Gate. Dave and Mary will investigate to see if a replacement tree will pose a hazard by reducing visibility at the intersection. [**ACTION**: Mary, Dave]
- d. Pet Waste Stations: After continuing problems with previous pet station service, contract was terminated and new contract was established with Doody Calls.
- e. Verizon: Brian reported that he had contacted Verizon concerning repairs to several Verizon utility boxes.
- f. ARB: Dave will send out the ARB Guidelines in Word format for review and edit by board members. [**ACTION**: Dave]
- g. Garden Committee: Gay reported the Garden Committee had met and will proceed with planting decisions within the authorized budget.
- h. Financial: Board reviewed most recent financial report. Brian recommended that the board establish a threshold amount at which point an account would be turned over for collection.

V. Meeting adjourned at 7:42pm.