



4100 Five Oaks

**Board of Directors' Meeting Minutes**

August 21, 2023

Attending: Judith Hollowood, Laura Cigna, Erica Seaman, Christell Pryor, Richard Duncan, Cambray Smith, Josh Lindgren

1. Call to Order
2. Review June Minutes (No meeting held in July). No review of minutes as only three attendees present at last meeting.
3. Financial Statements
  - a. Fiscal year begins April 1
  - b. Josh will set up time with Richard and Judith to go over financial statements. All board members can see financials and other board related requests through the CFNC app.
4. Nicole Galiger is the new community manager assigned to 4100 Five Oaks. Judith will be the point of contact with Nicole for decisions from the board.
5. Unit 24 is showing additional weeds and limbs in the back. Josh will walk out to unit and review.
6. Steps taken to update the 4100 Five Oaks website:
  - a. Judith got in touch with Katie Jones and will be shown how to log in. This will allow someone to manage the website.
  - b. Wordpress will be the platform used for the website.
7. Review a first draft of a compost bin policy.
  - a. Cambray mentioned that compost bins can sometimes leak causing stains on the deck. Judith mentioned we should require it to be on the ground.
  - b. Board decided to update policy so an architectural review request is not required to utilize a compost bin.
  - c. Board members will review and come back with any additional questions or updates at the next meeting.
8. The use of solar panels was discussed as something to consider at a later date. See attachment presented at meeting.
9. Parking complaint from Unit 16.

- a. Unit 16 has had her parking spots blocked in a few instances by cars parked inappropriately. Suggestion was made for signage in front of 16-18. Suggestion made to mark pavement with house numbers. No immediate action will be taken at this time.

10. Sign Vandalism

- a. No new incidents have been reported since the vandal was approached by a resident of the neighborhood.
- b. Richard has re-installed some signs. Where are the other signs if any? Should we re-install all of them?
- c. Richard will walk through the neighborhood, assess, and place a work order if needed.

11. Proposal to help Unit 52 owner by authorizing non-standard storage of trash cans. Board agreed to allow for a non-standard storage of trash cans for this specific unit.

12. The idea was presented for a 4100 community social. This could happen if someone volunteers. Previously social events happened years ago in the courtyard.

13. Meeting Adjourned