

Carriage Park Homeowners Association

Board of Directors Meeting Minutes

July 27, 2023 – 6:00 PM

CPMG Office

Meeting was called to order at 6:01 PM by Thomas Lyszak, Quorum of the Board of Directors established. Minutes taken and transcribed by Lakisha Newell.

Board members present: Thomas Lyszak, Lynn Baker.

Board members absent and excused: Thomas Bock.

CPMG Staff: Lakisha Newell, Association Manager.

Contractors Present: None.

Homeowner Forum: Naomi Watkins & Melissa Butler present by phone.

- **Motion** to appoint Naomi Watkins to serve on The Board of Directors by Lynn Baker, **Seconded** by Thomas Lyszak and unanimously approved, term expiring 2025.
- **Motion** to appoint Melissa Butler to serve on The Board Directors by Lynn Baker, **Seconded** by Thomas Lyszak and unanimously approved, term expiring 2025.

Approval of Meeting Minutes

- **Motion:** to approve the June 28th, 2023 minutes was made by Lynn Baker, **Seconded** by Thomas Lyszak, and passed unanimously.

Manager's Report: Lakisha Newell gave an update on daily operations.

Financials/Legal/:

- **Motion:** to accept the June 2023 financials prepared by CPMG, subject to audit was made by Thomas Lyszak, seconded by Lynn Baker, and passed unanimously.

Old Business:

- The Board discussed obtaining proposals for asphalt patching.
- The board discussed obtaining a snow removal contract.

New Business & Discussion Items:

- The Board discussed a walkthrough to trim the trees in the community.
- The Board discussed obtaining proposals for snow removal.
- The Board discussed the possibility of installing gutter guards in the community.
- The Board discussed obtaining a breakdown of DGO estimates.
- The Board approved the Insurance and Deductible Policy.
- The Board approved to have DCPS invoice paid by reserves funds.
- The Board of Directors President Tom Lyszak resigned from his position 07.28.2023.

Architectural: None.

Approved Between Meetings:

- None.

Correspondence: None.

Hearings: None.

Adjournment: 6:37 PM.

Executive Session: Please refer to Executive Session Minutes.

Next Meeting: August 24th, 2023 – 6:00 PM at CPMG