

Carriage Park Homeowners Association

Board of Directors Meeting Minutes

August 24, 2023 – 6:00 PM

CPMG Office

Meeting was called to order at 6:00 PM by Tom Bock, Quorum of the Board of Directors established. Minutes taken and transcribed by Lakisha Newell.

Board members present: Thomas Bock, Lynn Baker, Naomi Watkins, Melissa Butler (by Phone)

Board members absent and excused: None.

CPMG Staff: Lakisha Newell, Association Manager.

Contractors Present: None.

Homeowner Forum: There were no homeowners in attendance.

Approval of Meeting Minutes

- **Motion:** to approve the July 27th, 2023 minutes was made by Naomi Watkins, Seconded by Thomas Lizak, 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 Lynn Baker, seconded by Melissa Butler, and passed unanimously.

Old Business:

- The Board discussed obtaining proposals for asphalt patching.
- The board discussed obtaining DCPS invoice.

New Business & Discussion Items:

- The Board discussed the possibility of installing gutter guards in the community.
- The Board discussed obtaining a new estimate to include 2 new key fobs to new gate.
- The Board discussed getting bids for Christmas lights on Blue Spruce and Gazboo.
- The Board discussed getting a breakdown of the landscape contract in regards to trimming trees and bushes.
- The Board discussed forgiving fees under \$20.

Architectural: None.

Approved Between Meetings:

- None.

Correspondence: None.

Hearings: None.

Adjournment: 6:37 PM.

Executive Session: Please refer to Executive Session Minutes.

Next Meeting: September 28th, 2023 – 6:00 PM at CPMG