

**Carriage Square Homeowners Association
Regular Board Meeting**

January 14, 2020

Minutes *DRAFT FOR APPROVAL*****

The meeting was held at 1230 Cabrolet Drive. It was called to order by President Michele Stokes at 6:17 p.m.

Board members in attendance were: Michele Stokes, Christine Brandon, Bonnie Borda Hoffecker, Christy McGrew, Jack Sosebee, Dee Ramsey, and Geigy Stringer.

Members Mary Ellen Komac and Christopher Martinovich were also in attendance.

Approval of Minutes

It was moved by the Treasurer with no objection that the minutes for the November 19, 2019 board be approved.

Report of Secretary

Secretary Stringer said that there were no new property transfers to report.

Report of Treasurer

The Treasurer reported the ending bank balance as of January 14, 2020 to be \$6,894.94.

She reported deposits as follows:

01/13/2020	Annual membership dues	\$ 25.00
TOTAL DEPOSITS:		<u>\$ 25.00</u>

She reported disbursements as follows:

11/19/2019	Ck#1037 to Geigy Stringer at the last board meeting	\$ 156.01
11/23/2019	Debit USPS stamps for postcards mailout discussed at the last board meeting	35.00
TOTAL DISBURSEMENTS:		<u>\$ 191.01</u>

The Treasurer said check #1034 for \$54.86 previously reported as issued to President Stokes remains uncleared and is not reflected in the above ending bank balance. There was no objection to the Treasurer voiding #1034 and issuing a replacement check that Ms. Stokes may transact more readily.

Report of Committees

Caroling Committee

President Stokes heads this committee. She said the December 22, 2019 caroling was the best ever, enjoying the participation of many member households. Some members welcomed their carolers with treats, while other members left the warmth of their homes to join the carolers as the group wound through the neighborhood, and other members who could not carol joined the post-caroling reception hosted by members John and Nancy Valiquette.

President Stokes and Treasurer Borda-Hoffecker credited the signs they created for the increased awareness and participation. They planned to increase signage to 4 spots next year.

Clean-Up Day

It was proposed without objection that discussion about this April event be tabled until the March board meeting.

Free Little Library Project

Director Ramsey said member Chris Martinovich (recruited by Treasurer Borda-Hoffecker) and Vice President Christine Brandon join her in this committee. She asked if the Board could contribute to the expense. There was no objection preceding the discussion regarding the project.

Director Ramsey said she contacted the Carson City Parks and Recreation Department, which requested a scope of work statement and a materials list. Ms. Ramsey is preparing the scope of work document and member Chris Martinovich showed the Board the scale drawing and materials list that will be submitted to the city. The dimensions of the box are 18”W x 30”H x 12”D. The materials to be used are siding (the largest expense at approximately \$40.00), 2” x 4” lumber, plexiglass, 4” x 4” post, and concrete. The estimate for that total of materials was \$100.00. Labor will be donated by Mr. Martinovich.

Discussion ensued. Treasurer Borda-Hoffecker said it is also possible to purchase a pre-made library box. Director McGrew requested and received clarification that the little library will be based on a “take a book, leave a book” concept. Treasurer Borda-Hoffecker said a guest book could be attached. Director Sosebee raised a concern that the little library must be monitored for content to prevent the presence of books that might injure children. President Stokes said a disclaimer could be posted.

Director Ramsey described the committee’s preferred siting of the project within Carriage Square Park. Consideration is given to avoiding lawn mowers, and wind direction.

This committee will be meeting with the City. Prior, Vice President Brandon will consult her daughter, and attorney, for appropriate disclaimer language.

Member Mary Ellen Komac suggested a sign be mounted on the library crediting CSHOA for its erection and maintenance. President Stokes has a source for embossed metal plating, which she offered to show the committee a sample of.

Unfinished Business

Secretary Stringer reported that she could not recall nor, with her leg in a cast, access the location of the USB drive containing images of the documents that she was tasked to upload for the entire Board's access.

New Business

Damage Observed by Board Member

Vice President Brandon observed damage to the landscaping concrete at a neighbor's property. She received information indicating that the owner-occupants of the adjacent property, whose driveway abutted her neighbor's landscape, was consistently driving their vehicle over the concrete curb, crushing it under the weight. Ms. Brandon asked whether and how the Board should intercede for her neighbor, who is elderly and is caring for a sick family member. Discussion followed. The consensus was the member ought to pay for the repair and then send a certified letter to her neighbor requesting reimbursement. Director Sosebee said the member will have recourse under the laws of trespass.

Adjournment

The board will next meet on March 10, 2020 at 6:00 p.m. at 1836 Clydesdale Drive.

It was moved without objection that the meeting adjourn at 7:07 p.m.

Respectfully submitted,

/s/

Geigy Stringer, Secretary