

## 2022 Annual Board Meeting of the Chandler Woods Homeowners Association

Wednesday, November 9, 2022 (via Zoom)

### Call to Order, Introduction, and Welcome

- The meeting was called to order at 6:34pm by Paul Stallman of Pindell-Wilson and a quorum (at least 10% of members present per the association by-laws) was established with 14 members in attendance. This included all board members present: Josmell Perez, President, Melvin Green III, Treasurer, and Nathaniel Goetz, Secretary.
- Mr. Stallman introduced the agenda (see attached) with no questions or comments from members present.

### Financials

- Mr. Stallman gave an annual financial state of the community, presenting the 2022 Income Statement, 2022 Balance Sheet, and 2023 Budget. Mr. Stallman asked if there were any questions or concerns about the 2023 Budget as presented and with none from the members present, the 2023 Budget was approved by consensus.

### ARC Request Process

- Mr. Stallman provided an overview of the ARC request process and form which can be found on the website [www.pindell-wilson.com](http://www.pindell-wilson.com).

### Upcoming Projects

- Mr. Stallman discussed upcoming projects the Board of Directors is prioritizing: fencing around the phase two retention pond, border fencing staining in phase two, and tree care and maintenance. There was discussion amongst the membership that safety should be the priority and consensus was reached to prioritize tree care and maintenance first where it pertains to the safety of the membership, especially children.

### Parking

- Mr. Stallman addressed parking in the community. Presently, on-street parking is not allowed per the Town of Chapel Hill. Although there are on-street parking spots in the community, they are only for townhome use and require parking permits. There was discussion amongst the membership over allowing temporary parking – for instance, when a homeowner has a party or visitors. Suggested ideas included letting neighbors know when such a gathering was to take place so they would be aware and looking into the creation addition of additional parking spaces in the community. The board will be in contact with the Town of Chapel Hill over clarifying the parking situation in the community. The membership gave suggestions to the board as to what to clarify with the town, including: are the streets public or private, what entity has the authority to make rules on parking in the community itself, how could changes be made to existing policy, and what would be the process to create new parking spaces. The board and Mr. Stallman will schedule a meeting with the Town of Chapel Hill regarding these issues.

### Yard of the Month

- Mr. Stallman proposed to the membership an incentive program to help ensure that neighbors are keeping up their lawn and property maintenance. The board will award a \$50 Amazon gift card during the period of April-December to the home that the board feels best exemplifies this. The board will further consider this proposal to potentially enact in 2023.

### Dogs

- Mr. Stallman reminded the membership that all dogs must be always kept on a leash, to please pick up after your dog, and that dogs are not allowed in the playground area, community garden, or stormwater areas. If you see a neighbor with a dog that is not adhering to these rules, please politely remind them or contact Mr. Stallman or a board member so this can be addressed.

#### Changing Covenants / Creating Rules & Regulations

- Mr. Stallman reviewed the process for changing covenants and creating rule and regulations for the Chandler community. Presently, changing covenants requires 2/3 approval vote from the entire community, and creating rules and regulations is done by Board vote only with attorney review. There was discussion amongst the membership over the following: what are the specific covenants for the placement and type of screening to conceal trash and recycle bins, how do we allow for temporary on-street parking for people doing contract work for homeowners such as nannies and landscapers (contractors) so they do not get penalized or ticketed, can the community create a committee to begin considering specific covenants they might want changed or added? To address these issues, the board will be mailing a newsletter that provides a reminder of the specific types of bin fencing approved for use, bring up the concerns of temporary parking for contractors when it meets with the Town of Chapel Hill, and make a request for volunteers to help form a committee to review covenants and suggest new ones.

#### Trash / Recycling Bins

- Acceptable screening was discussed in the above "Changing Covenants / Creating Rules & Regulations.

#### Q & A

- There was a question about the timeline for tree maintenance. The board is hoping to identify a contractor as soon as possible. Another question raised was how to make ARC requests, complaints, or interact with the board or property manager. Mr. Stallman provided the contact information and on-line portal for homeowners. Mr. Perez reminded neighbors of the social committee and to volunteer if able. There are plans for another ice cream social later in 2023. Finally, there was a question if the town homes HOA would be willing to provide information about the structure of Chapel Hill Trust and their HOA in the future to help promote a better understanding and promote community.

#### Adjournment

- The meeting was adjourned at 7:42pm.

Respectfully submitted by: Nathaniel H. Goetz, Secretary, Chandler Woods Homeowners Association