

Board Members Present: James Howard, Josh Butler, Catherine Griffith and Kathryn Henderson  
Jake Harris, treasurer, was not in attendance.

### **Meeting Notifications Prior:**

Residents of Cedar Park were notified of the meeting several weeks in advance via email, newsletter, Facebook post, and Facebook event.

### **Call to Order**

President James called the meeting to order and opened with positive remarks regarding the progress of the HOA's financial standing.

### **Financial Report**

James reported that following the transition from Trademark, the HOA has improved its financial position significantly. The account balance is now approximately \$16,000, reflecting careful management despite initial uncertainty and limited funds.

### **HOA Dues & Enforcement Policy**

- HOA dues are due **May 1**.
- Approximately 16 homes currently have unpaid dues; some accounts are significantly past due.
- The HOA will begin enforcing a structured collection process:
  - Initial notice with a 10-day grace period
  - Second notice if payment is not received
  - Progressive fines: \$25, \$50, then \$100
  - Continued nonpayment may result in a lien being placed on the property

James noted that the goal is voluntary compliance and that enforcement measures are a last resort.

Residents inquired about payment confirmations. The board confirmed that a system will be implemented to provide receipts or notifications once payments are received.

### **Budget Allocation**

James outlined how HOA dues are utilized, including but not :

- Property Taxes, Street Lights, Neighborhood landscaping (largest expense)

Landscaping services currently include entrance maintenance, mowing, and pine straw application. Weed treatment services have recently been added through Peachstate; however, results may take time to become visible.

A question was raised regarding flowers and additional plantings. These are not included in the current landscaping contract. Residents interested in beautification efforts are encouraged to contact Kathryn to participate in the ARC committee.

A resident raised follow-up questions regarding erosion-related costs discussed at a previous meeting.

James reported that:

- He attempted to contact Trademark but was asked to discontinue communication.
- He also contacted Tisinger; however, due to their prior relationship with Trademark, they appeared hesitant to engage.

He noted the difficulty in securing legal counsel experienced with HOA matters and invited residents to provide recommendations for potential attorneys.

### **Community Involvement**

Vice President Josh Butler encouraged residents to contribute to the community by:

- Volunteering skills (repairs, maintenance, landscaping, etc.)
- Reporting visible concerns or violations of HOA bylaws and covenants to the appropriate board member

### **Architectural Review Committee (ARC) Updates**

Kathryn provided the following updates:

- Residents must submit requests for approval for exterior modifications, including sheds, fences, and driveway additions.
- A new community bulletin board has been installed for posting important updates and events.
- A new HOA website has been launched and will be regularly updated.

Upcoming website features include:

- A Questions & Concerns submission platform
- A community event calendar, including pavilion reservations

Residents are asked to notify the board members when planning to use the pavilion to prevent scheduling conflicts. Additionally, the HOA will be establishing a P.O. Box. Further details will be provided once available.

### **Adjournment**

James concluded the meeting by thanking residents for their attendance and participation. Board members remained available afterward to speak with residents and discuss next steps for the community.