

We hope you enjoy this Fall 2011 Newsletter - it's filled with the latest news, reminders, and more!

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### Fire at the Clubhouse

In the last newsletter there was an article written about cigarette butts and a request that smokers properly dispose of them. Ironically, on July 23, the Carisbrooke Clubhouse became a victim of an un-extinguished cigarette that was tossed in the mulch, causing over \$10,000 worth of damage to one of the community's biggest assets. Fortunately, nobody was injured and insurance will cover the cost of repairs minus the deductible. However, the community still suffers as a result of this incident. Insurance adjustments and repairs need to be coordinated, and meanwhile the building sits with evident damage. Clubhouse rentals have been suspended until renovations are complete.



A disaster such as this could have been so easily avoided. Please refrain from smoking in or around the clubhouse building and pool. Whether you are on the common area or your own property, make sure that all cigarettes are properly distinguished and disposed.

### Did You Know? Latest Events and News on Home Page

Our HOA website's home page contains an up-to-date news section and list of current events, including meetings. Check the [home page](#) often for the latest!

### Please Obey Speed Limit

Per Policy Resolution Number 2007-01 Vehicle Parking Policy:

**"All motor vehicles shall not exceed the speed limit of nine (9) miles per hour while operating in Common Areas."**

For more information visit our website to view the entire [Carisbrooke HOA Parking Policy](#).



### NO PARKING in fire lanes or along yellow curbs

Please DO NOT park in a fire lane or along any curb that is marked in yellow. In addition, you may not park your vehicle in the following ways:

- in such a manner as to obstruct ingress or egress into or out of another parking space.
- occupying more than one (1) parking space.
- perpendicular to a marked parking space or on a grassy area or sidewalk.
- impeding access to sidewalk ramps or mailboxes.
- in any other way constituting a safety hazard.



Doing so may result in your car being **TOWED WITHOUT NOTICE** at your expense.

### Annual Meeting - Election - October 20, 2011

The Carisbrooke HOA 2011 Annual Meeting will be held on **Thursday, October 20, 2011**. The meeting will be held at the Carisbrooke clubhouse located at 21691 Knolls Hill Square in Ashburn. Registration will commence at 6:45 PM and the meeting will begin at 7:00 PM.

The purpose of this meeting shall be to elect two (2) people to the Board of Directors for three (3) year terms and to take such actions as may be necessary to officially conduct the business of the Association.

The By-Laws for Carisbrooke require at least 10% of owners be represented in person or by proxy (or 25 lot owners) to achieve quorum. If quorum is not obtained, the meeting will be adjourned without notice (other than announcement at the

meeting) until a quorum is present. Therefore, **if you cannot attend or are unsure if you can attend, please mail in your proxy to help us achieve quorum.** On behalf of the Board of Directors, we look forward to your attendance on October 20th!

Need a proxy? They're available on the website [here](#).

#### **Nominee Profiles:**

##### **Dudek, Aaron**

I am interested in serving on the Board of Directors because: I enjoy serving the community.

My qualifications for serving on the Board of Directors are: I have been serving on the board for the past 6 years

I would work to make the following improvements at Carisbrooke: Still would like to make changes to the street lights with the implementation of deflectors and see the reserve funds fully supported.

##### **Fleming, Robené**

I am interested in serving on the Board of Directors because: I have been part of this community from the beginning of its development and it is time for me to be involved to make a difference.

My qualifications for serving on the Board of Directors are: BS, Computer information systems and several leadership training courses. Although I have leadership capabilities, I do have the ability to work as a team player. My current position as a System Engineer and Project Manager is where those qualities are displayed on a daily basis. They are also utilized at my church, where I have been actively involved as the service director for several years. My out-going personality, integrity, flexibility and organizational skills can be an asset to the team.

I would work to make the following improvements at Carisbrooke: Maintain or improve the property value, parking issues, event planning.

##### **Hancock, Paige**

I am interested in serving on the Board of Directors because: I am interested in maintaining if not improving the neighborhood and investment in which I have lived since 2003. This neighborhood has gone through many changes, however, not all of them positive and I would like to change that.

My qualifications for serving on the Board of Directors are: My qualifications for serving on the board start with the eight years that I have owned and lived in this community. In addition, I feel the knowledge and skills I have gained over the past 13 years as a security careerist have given me a firm foundation of the need to ensure compliance with laws, rules, regulations and ordinances, for the safety of our community. In addition, I served an additional 13 years prior to the security field, in private industry, which gave me a great understanding of contract negotiations and fee for services rendered.

I would work to make the following improvements at Carisbrooke: I would like to promote pride in home ownership in the neighborhood. I would ensure adequate parking for all residents, improve tot lot safety and enhance the equipment, educate our neighbors on acceptable vehicle speed in our community ensuring residents can enjoy the outdoors without the fear of being hit by a vehicle. In addition, I would work to educate and enforce the requirement of each neighbor to cut their lawn to prevent the grass from reaching a height of 6 inches or more, to pick up after their pets, and to maintain their property and vehicles (ex: mending fences to prevent aggressive animals from escaping and having current county and state tags on their vehicles, and proper inflation in their tires.)

##### **Joseph, Carol**

I am interested in serving on the Board of Directors because: I would like to continue to serve our community as a Board Member.

My qualifications for serving on the Board of Directors are: I have served for approximately 5 years on the Board as Treasurer.

I would work to make the following improvements at Carisbrooke: Expand our sense of community, ensure fiscal responsibility, and encourage resident compliance with our community covenants.

## Community Association Banking Introduces New Payment System

Community Association Banc has introduced a new HOA payment system. When users visit the website, they can take advantage of many new payment features including:



- The option to schedule payments on a monthly, quarterly, or annual basis.
- The ability to manage payment and property information through their personal homeowner profile.
- Access to transactions for up to 13 months when the homeowner creates a user profile.
- Real time credit card payments (subject to processing fees).

View Our Enhanced Site Today at [www.cabanc.com](http://www.cabanc.com)

## TRASH AND RECYCLING REMINDERS

As we all enter the busy Holiday season, American Disposal Services (ADS) would like to remind you of the upcoming collection schedule and inclement weather policies.



Since Christmas Day and New Years Day both fall on a Sunday this year, there will be **no interruption in service collection days**. However, **yard debris collection** ends on December 29th. If you have yard debris to be collected after this date, place your items curbside on your 2nd collection day (Friday) until the yard debris season resumes the 1st week of March 2012. After the holiday season, Christmas trees will be collected on Fridays. We ask that all tinsel and decorations are removed. Please do not place trees in plastic bags.

**Safety** in your community is ADS's primary concern. Roads and/or areas which are deemed unsafe due to snow or ice will be suspended for collection. If suspension occurs, services will resume on the next regularly scheduled collection day.

We thank you for the opportunity to serve you and your community. If you have any questions, please call our customer service department at 1-703-368-0500, Monday through Friday, from 8 AM to 4:30 PM or visit us on the web at [www.americandisposal.com](http://www.americandisposal.com).

## Odd Job Directory

We welcome any youngsters or teens interested in offering lawn mowing, dog walking, pet sitting, or babysitting services to place their names and contact information in the Carisbrooke HOA newsletter (with parent's permission). E-mail [audra.jw@pmpbiz.com](mailto:audra.jw@pmpbiz.com) if interested.



Know any neighbors who are missing out on this newsletter? Tell them there's a new, easy way to join the Carisbrooke HOA mailing list...

An advertisement with a yellow and white background. It says "It's easy to join our mailing list!" in white text on a yellow banner. Below, it says "Just send your email address by text message:" in blue. Then "Text CARISBROOKEHOA to 22828 to get started." in black and orange. A smartphone is shown with the "Carisbrooke Contact" app on its screen. At the bottom, it says "Message and data rates may apply." in small grey text.

It's easy to join our mailing list!

Just send your email address by text message:

Text **CARISBROOKEHOA** to **22828** to get started.

Message and data rates may apply.

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**BOARD OF DIRECTORS**  
President - Kim McComas  
Vice President - Aaron Dudek  
Secretary - Michael Schimmel

Treasurer - Carol Joseph  
Member at Large - Michael Simmons

Third Thursday of each month at 7:00pm at the clubhouse

**ARCHITECTURAL REVIEW COMMITTEE (ARC)**

Bill Hatchett  
Jordan Greene  
Neremaan Qureshi

Second Tuesday of each month at 7pm at the clubhouse

**MANAGEMENT INFORMATION**

PMP, Inc.  
Audra J. Wallace, CMCA®, AMS®  
101 Blue Seal Drive, Suite 100  
Leesburg, Virginia 20175  
Phone: (703) 771-9355  
Fax: (703) 771-9366  
www.pmpbiz.com  
audra.jw@pmpbiz.com

**UPCOMING MEETINGS**

Annual Meeting - Thu Oct 20 7:00 PM  
Architectural Review Meeting - Tuesday Nov 8 7:00 PM  
Events Committee - Wed Nov 9 7:30 PM

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Questions? Contact our community manager, Audra (PMP) at 703-771-9355 x19.

Sincerely,

Carisbrooke Homeowners Association

