

## **MINUTES--COURTYARD HOMES BOARD OF DIRECTORS MEETING**

**7:00 PM, Wednesday, May 9, 2018**

**Meeting Room - Villas at Southern Ridge**

Frank D'Alessandro called the meeting to order at 7 PM.

**Present:** Frank D'Alessandro President; JoEllen Wilkins, Vice President: Laura Hendrickson, Treasurer; Julie Fudala, Corporate Secretary; Lynda Dunn, Stephanie Polackwich, David Diggs and Doug Brooks of RPI.

The minutes of the March 7, 2018 Board Meeting were approved as they stand. There were no additions or changes to the agenda.

### **Interactive Session with Doug Brooks of Real Property Management, Inc.**

Directors discussed and asked questions of Doug as we are now in our fifth month with our new management company. Main topics were disclosure packets which can now be acquired and purchased on line, getting the Maintenance Committee some help from our management company as it now a committee of one, and members having until the 15<sup>th</sup> of the month before monthly fees are considered late.

### **Committee Reports**

**Maintenance Committee** – Julie Fudala reported the following:

- ✓ Trim inspections for this year's cycle are complete and Matt is working on houses that require the most extensive replacement.
- ✓ Mid-cycle power washing will begin May 14
- ✓ Directors decided all lampposts in the current cycle will be painted white to speed up a more uniform look.
- ✓ Several houses are in the process of being sold and some may require out of cycle trim replacement

**Landscape Committee** – Lynda Dunn reported the following:

- ✓ The LC has completed an inspection of shrubs in the curbside that need to be replaced.
- ✓ Removal of dead shrubs will take place in the spring and replacement in the fall.
- ✓ Replacement consists of 31 Hollies and 4 Barberries.

**Budget Committee** – Laura Hendrickson reported the following:

- ✓ The Association currently has \$150,000.00 in the bank.
- ✓ These next few months are the most expensive due to landscaping and maintenance needs
- ✓ There is still a bit of reconciliation to be done pertaining to the transfer of funds from the former management company to the new one. In the past Redfields and Courtyard monies were co-mingled. That is no longer the case.

**CARB** – Stephanie Polackwich and David Diggs

- ✓ CARB has been working on refining the CARB Standards as they pertain to fences and variances.
- ✓ Possible solutions for each topic were distributed to directors and will be up for discussion at our next board meeting.

**Welcoming Committee**—nothing new to report here.

**Rental & Resident Turnovers** – Julie reported the following:

- ✓ With at least one rental turnover and several houses up for sale the Database and Directory are currently in a constant state of updating
- ✓ Rentals currently stand at 7.

**Newsletter/Website**—Julie Fudala

The summer newsletter is due out in June.

**NewsletterWebsite**—Teri Smith is keeping the website as up to date as possible.

**President's Report**—Frank D'Alessandro

The date for **the Annual Meeting** has been set **for October 3, 2018** and will take place at the same venue as last year—the church that is the Redfields' voting location.

With no further business to undertake the meeting adjourned at 8:40 PM.

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Respectfully submitted,

Julie Fudala

Corporate Secretary, Courtyard at Redfields HOA, Inc.