

Courtyard Homes Board of Directors
4:00 PM, Tuesday, September 8, 2020
Meeting Conducted via ZOOM

The meeting was called to order at 4:00 PM. A quorum was present.

Present: Frank D'Alessandro, President; John Hulburt , Treasurer; Julia Fudala, Secretary; Lynda Dunn, Stephanie Polackwich, and David Diggs

Several members were also present.

The minutes of July 1, 2020 were challenged by one director on three counts.

- A unanimous vote not being unanimous
- The fact that the nominating committee was not discussed at the July meeting but appears in the minutes
- The validity of the nominating committee

These challenges will be addressed in an addendum to these minutes.

Committee Reports

Budget: John Hulburt

- The Association has \$22,000.00 set aside in reserves for the fall planting.
- Prior to the meeting John distributed electronically the YTD financials through the month of August. Financials showed that the operating budget for 2020 Maintenance was approximately \$7,000.00 over the \$50,000.00 allotted to Maintenance. This, however, was determined to not be the case as trim replacement should have been taken out of reserves but was instead charged to the operating budget.

Landscape Committee: Stephanie Polackwich/Lynda Dunn

- The three stumps left from the cutting of three dying plum trees were removed.
- Thirty-four shrubs are tagged for removal this fall
- Replacement shrubs and ground cover will include: Schilling Dwarf Yaupon Holly, Spilled Wine Weigela, Rose Creek Abelia, Creeping Phlox, Clump Type Liriope, Soft Touch Holly, Helleri Holly, Mini Maroon Barberry, and Shore Juniper.
- Fall plantings will be paid for out of reserves set aside for this purpose.
- Many Pin Oaks have Leaf Scorch which will be addressed by professionals.
- The Landscape Architects will be planting 3 trial curbsides this fall at the following addresses: 423 Heritage Court, 1126 Courtyard Drive, and 1217 Courtyard Drive. These curbsides will be observed over four seasons.
- The LC has spoken with Valley officials regarding their performance as it affects the items in our contract. Shrub pruning and clean-up from the pruning were especially emphasized.

Maintenance: Julia Fudala

- 2020 Maintenance Cycle is complete and was done within budget.
- Two factors helped to keep costs within budget: three homes required no trim replacement, and there was no high fascia that needed painting this year, probably due to the fact that a higher quality material was used by the builder in the latter phases of construction.
- One mailbox was replaced.

- The Association has in its inventory one surplus brass lantern purchased in 2010 to be used for replacement purposes. A homeowner was interested in purchasing this lantern to replace the original lantern by their front door. All directors agreed to sell the lantern for \$80.00 to the homeowner as brass is no longer used on our lampposts.

CARB: Stephanie Polackwich/David Diggs

There was nothing new to report.

Welcoming: Lynda Dunn

Almost all new residents have received a Welcome Packet. However, there is one or database form which has not yet been returned with contact information.

Rentals & Resident Turnovers

Rentals remain at 10.

Newsletter

The fall newsletter will not go out until early October so that it can be an added reminder to return ballots.

Website

Updating of the site has slowed due to Covid and personal circumstances or the Webmaster.

President's Report: Frank D'Alessandro

Rule Violation: Frank addressed the violation in a letter, and the homeowner agreed to a correction plan moving forward, which the Board accepted.

Virtual Annual Meeting: this meeting will be held on Wednesday, October 21, 2020 at 7:00 PM. All homeowners will receive a link by which to join the meeting virtually shortly before October 21.

Nominating Committee Report: The current nominating committee of Frank D'Alessandro and Stephanie Polackwich is not in compliance with the Association By-Laws. The By-Laws state the committee should be made up of one director and at least two members. Thus, Stephanie is stepping down, Frank will remain as the one director on the committee, and at least two members will added to the committee as soon as possible.

An Addendum to the challenges of the July minutes is attached.

With no further business to discuss the meeting adjourned at 6:59 PM.

Respectfully submitted,

Julia Fudala

Corporate Secretary, Courtyard at Redfields HOA, Inc.

Addendum
For the Purposes of Addressing the Challenges
Of The
July 1, 2020 Board Minutes

Challenge 1 - The vote for the motion approving the procedure for the “fall walk around curbside plant inspection” was not unanimous as stated in the minutes.

Rebuttal – The challenger confused this motion with a motion that indeed was not unanimous in a set of minutes in which the Board was voting on whether to choose Option 1 or Option 2 as presented by the Landscape Architects. I sent the July minutes to the directors on Friday before the Tuesday meeting on September 8. The challenge arrived by email 2 hours and 20 minutes before the meeting. I would not have even seen it if another director hadn’t brought it to my attention. The challenger stated that I had even sent an email asking how the challenger voted. I looked through my “Sent” emails and found the one and only email in which I asked how the challenger voted. It reads, “I’m working on the minutes from the board meeting we voted on the option choices. I did not catch whether your hand went up in favor of Option 1. If it did not, was your vote a nay or did you abstain?” The challenger did not vote and in that set of minutes I stated that Option 1 passed by a majority vote.

In the vote about the walk around, the challenger stated that all dying shrubs should be removed and that no money should be spent to try and save a plant that possibly wouldn’t live. There was discussion around this topic and consensus was achieved by coming up with the term “economically unsalvageable”, which satisfied the challenger. Everyone was in agreement.

Challenge 2 – The discussion of a Nominating Committee never happened and should not be in the minutes.

Rebuttal - The topic of a Nominating Committee was on the agenda under President’s Report and this discussion did indeed take place. Frank stated he was willing to be part of the committee and asked for other volunteers. With no one else taking up the baton, Stephanie volunteered. Other than the fact that all other directors remember all of this discussion I have no tangible proof. However, I would never include something in the minutes that did not happen. I have not done this in the past or the present and certainly don’t plan on doing it in the future. This was a very long meeting as we went into executive session towards the end of the meeting. This discussion absolutely did take place and it was one of the last topics discussed. My integrity is important to me and I have not violated it.

Challenge 3 – Validity of the Nominating Committee

Agreement – This concern is valid. The board inadvertently did not comply with the By-Laws, and a correction needed to be made. During the September board meeting Frank chose to remain as the one director on the committee, and at least two members were to be solicited to also serve on the committee making it compliant with Association By-Laws. Within a few days, four members agreed to serve and the committee now consists of Frank D’Alessandro, Diane Richards, Nancy Butters, Bill Kehoe, and Laura Hendrickson.

Respectfully submitted,

Julia Fudala
Corporate Secretary, Courtyard at Redfields HOA, Inc.