

MINUTES—COURTYARD HOMES BOARD OF DIRECTORS MEETING

7:00 PM, Wednesday, May 4 2022

Meeting Conducted via Zoom

Barry Bragg and Doug Brooks called the meeting to order at 7:00 PM. A quorum to conduct business was confirmed.

Present: Barry Bragg, President; Penny Kaiserlian, Vice President; Mark Watlock, Treasurer; Teri Smith, Corporate Secretary; Lynda Dunn, Director at Large; Stephanie Polackwich, Director at Large; David Diggs, Director at Large.

The minutes of the March 2, 2022 Board Meeting were unanimously approved.

There were no additions or changes to the agenda.

Committee Reports:

Finance/Budget – Mark Watlock and Doug Brooks

- ✓ Cash around \$213K. Backing out prepayments makes actual amount more like \$196K.
- ✓ Moved retained earnings into buckets so there isn't so much that is unappropriated (was previously \$80-100K in unappropriated funds). Left \$30K unappropriated for management to cover projects without having to increase dues.
- ✓ Essentially overall in good shape and ahead of where we need to be.

Exterior Maintenance Committee – Mark Watlock

- ✓ Thanks to Julie for working on 2022 maintenance and for preparing the packet of information to help everyone understand what is involved in the maintenance cycle.
- ✓ 18 houses that were washed and will be painted in 2022 cycle.
- ✓ 17 houses mid-cycle that were powerwashed only. Each powerwashing is \$386/house.
- ✓ \$53K in budget will probably be too low due to increases in costs. Average cost has increased from \$2117 per house to \$2412.
- ✓ Some houses have high fascia replacement costs. Not a problem this year but could increase costs next year.
- ✓ Purchased new mailboxes. Also increased in cost as they were \$51 vs. usually somewhere in the 40s.

Landscape Committee – Stephanie Polackwich

- ✓ Foundation bed mulching/pruning complete.
- ✓ 2 more turf treatments September/October.
- ✓ July/August pruning.
- ✓ Valley will replace new plants that did not survive the January freezes – some are still under warranty.
- ✓ Working on better definition of pruning so we have same understanding as Valley regarding what is being done and when.
- ✓ Some damage to driveways during snow removal.
- ✓ Pin Oak proposal from Landscape Committee. Van Yahres submitted proposal for 2 treatments—antibiotics to treat bacterial leaf scorch via root injection, followed 2 weeks

later by fertilization via root injection. Motion to vote on proposal was put forth by Stephanie and seconded by Mark. The Board voted unanimously to approve the proposal.

CARB – David Diggs

- ✓ Two CARB applications pending. Nothing complicated.

Welcoming Committee – Lynda Dunn

- ✓ Reported 3 more residents coming. Expecting more with home turnover.

Website – Teri Smith

- ✓ Nothing new.

Newsletter – Teri Smith

- ✓ The next newsletter is due out in June.

Additional Discussion

Damaged driveways:

- ✓ Further discussion on damage to driveways by Valley snow removal.
- ✓ Some residents reported scratches on as much as 25% of driveway and others reported actual damage not just scratches.
- ✓ Doug Brooks to work with Valley to contact homeowners with driveway damage. Will send emails that allow homeowners to reply if they are interested in meeting to discuss repairs/costs, etc.
- ✓ Would have to get 2/3 vote of all of Courtyard residents to remove snow removal from our landscaping contract. Hard to get snow removal not tied to landscaping as landscapers use that as a loss leader to get business.

Questions asked about some of the trees. Stephanie noted:

- ✓ Hollies getting brown parts removed, cutting out dead spots.
- ✓ Plan for Valley to treat boxwoods for insect infestation.
- ✓ Van Yahres will be continuing Pin Oak treatment.
- ✓ Plum trees are at end of life.
- ✓ Requesting estimates from 2 different arborists for removal of damaged purple plum trees and evaluation of remaining plum trees.

Unfinished Business

- ✓ Community input on meetings (virtual vs. in-person). Pending Redfields HOA decision.
- ✓ Doug to finalize Community Management contract.
- ✓ Report on storm water pond project.

With no other issues to discuss the meeting ended at around 8:40 PM.

Respectfully submitted,

Teri Smith

Corporate Secretary, Courtyard at Redfields HOA, Inc.