

Minutes of Courtyard HOA Board Meeting
May 10, 2023, 6:00 PM
Meeting Held Virtually Via Zoom

The Meeting was called to order at 6:01 PM by President Barry Bragg.

Present: Barry Bragg, President; Penny Kaiserlian, Vice-President; Mark Watlock, Treasurer; Teri Smith, Secretary; Anne Broccoli, Director at Large; Doug Brooks, Manager. Absent: David Diggs and Stephanie Polackwich, Directors at Large.

A Quorum was established with a majority of directors present.

The Minutes of the Board meeting held March 8, 2023 were approved as they stand.

Financial Report

A brief financial summary was presented by Doug Brooks and Mark Watlock:

- Overall, in a strong position with about \$141K in total equity.
- Expenses at about 40% of budget and we are 1/3 of the way through the year.
- Budgeting for loss. Still using retained earnings for management.

Standing Reports

Maintenance Committee Reported by Mark Watlock

- Still getting ramped up for new cycle. Matt was able to close out the maintenance on 3 houses that carried over from last year.
- Mark inspected all mailboxes and repairs were done for the ones flagged as needing repairs.
- Letters sent out on 3/16 to homes in 2023 cycle. 18 houses on the list for power washing and 17 on the list for power washing and painting. 15 of the 17 will also need facie maintenance.
- Cycle scheduled to being May 22, barring any weather delays.
- Reiterated that Lightfoot pricing went up about 10% from last year.

Landscape Committee Reported by Anne Broccoli

- Mowing has started.
- On May 12, Valley will be pruning foundational shrubs.

CARB Reported by Teri Smith

- Only 2 applications in progress.
- Reminded residents that a CARB application is required for all roof tile replacement.

Welcoming Committee

- Visited Fegleys.

Rental/New Resident

- Currently, 5 rentals on record. Not sure if current Courtyard house under contract will continue as rental or if resident will be occupying.

Newsletter/Website

- The next newsletter is due in June.

Unfinished Business

- The 2023 landscaping contract with Valley was negotiated and budgeted last year then finalized and signed by both parties since our last meeting. The motion to approve was moved by Penny and seconded by Teri.
- The 2023 maintenance pricing agreement with Matt Lightfoot was negotiated and budgeted last year then finalized and signed by both parties since our last meeting. The motion to approve was moved by Mark and seconded by Teri.

With no other business to discuss, the meeting adjourned at 6:30 with a motion to adjourn by Mark Watlock, seconded by Anne Broccoli.

Respectfully submitted,

Teri Smith
Corporate Secretary, Courtyard at Redfields HOA, Inc.