

Minutes of Courtyard HOA Board Meeting
February 21, 2024, 6:00 PM
Meeting Held Virtually Via Zoom

The Meeting was called to order at 6:03 PM by President Barry Bragg.

Present: Barry Bragg, President; Heather Heuschen, Vice President; Tom Scully, Treasurer; Teri Smith, Corporate Secretary; Anne Broccoli, Stephanie Polackwich, and Mark Watlock, Directors-at-Large; Doug Brooks, Manager.

A Quorum was established with a majority of Directors present.

UPON MOTION DULY MADE by Stephanie Polackwich, seconded by Anne Broccoli, and unanimously carried, the Board voted to accept the minutes of the Board meeting held January 3, 2024, as they stand.

Financial Report Presented by Doug Brooks

- Doug indicated that he and Tom are currently working on closing out 2023. He presented an overview of the year-end closing draft.
- Doug also presented the January closing. At January closing, we had cash on hand just under \$170,000, with about \$150,000 in reserves.
- Tom and Doug will be looking at reserves categories and determining what categories they should be creating to better earmark what reserves will be used for.
- This is a quiet time of year so expenses are only approximately 3% of overall budget.
- There was a question regarding the CD that has expired and Doug said they are looking at reinvesting, potentially adding more, or laddering, so looking into options.

Standing Reports

CARB Reported by Stephanie Polackwich

- Only 2 CARB apps since last meeting.
 - One approved.
 - One will need Board approval due to widening of driveway that will reduce berm.

Maintenance Committee Reported by Mark Watlock

- This will be the last month with little to say due to being in the prep phase for this year's cyclical maintenance.
- Purchased and received the numbers for the mailboxes.
- There are some out of cycle requests. Matt is waiting on better weather to do these.
- Heather asked about the new lightbulbs that were put in some of the lamp posts, commenting that the new ones were "too aggressive." Mark indicated that they would be replaced with what was used in the past.

Landscape Committee Reported by Stephanie Polackwich

- They'll be meeting with Valley in March to go over all the contract work.
- March 1 will be the first turf treatment.
- Doug and Stephanie are working on mulch logistics with Valley to avoid unnecessary expenses, and they are awaiting new price quotes.

Newsletter/Website Reported by Teri Smith

- Updated Directory and Newsletter will go out in March.
- One house sold on Heritage. 2 houses on Courtyard near Redfields on market/going on market.
- Reminder to residents to notify Teri when they plan to put their house up for sale. This helps keep the database and Directory current.

Floor Comments

Mark Watlock mentioned the county hazardous waste dates of April 26-27 at Ivy Center and Teri indicated that she would put the info in the next Courtyard newsletter.

The meeting adjourned at 6:37 with a motion to adjourn by Anne Broccoli, seconded by Stephanie Polackwich.

Respectfully submitted,

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