

Annual Meeting Minutes of the Courtyard at Redfields HOA, Inc.
Wednesday, October 26, 2022, 6:30 PM
Meeting Held Via Zoom

President Barry Bragg called the meeting to order at 6:33 PM

Board Members Present: Barry Bragg, President; Penny Kaiserlian, Vice-President; Mark Watlock, Treasurer; Lynda Dunn, David Diggs and Doug Brooks, RPI Manager.

Excused: Teri Smith, Corporate Treasurer; Stephanie Polackwich.

The meeting quorum was verified by 54 executed proxies received electronically prior to the meeting—far exceeding the 16 proxies needed for the meeting to be held.

Notice of Meeting – the meeting was advertised via newsletter and emails on the following dates: 9/15, 9/16, 10/18, 10/25, and 10/26.

Approval of Minutes from last year's annual meeting. Via electronic proxy the minutes were approved as they stand by 47 votes. Seven households abstained.

Voting Results - Four excellent candidates were running for two empty positions on the 2023 Board. The two candidates receiving the most votes were Stephanie Polackwich and Ann Broccoli. Congratulations to both new directors. The remaining candidates, Edwina Webster, and Laura Amdusky, were welcomed to volunteer on a committee to serve the community. The Board thanked all four candidates for their willingness to run

Committee Reports

Landscaping – Penny Kaiserlian presented this report for Stephanie Polackwich, the landscape chair:

Remaining Contract Services

- Mowing is complete for the year. We contracted for and have had 20 mowings.
- First leaf removal is scheduled for Monday, 10/31. The 2nd removal will be in late November or early December, depending on need
- Turf Treatment #4, high calcium lime, will be applied after leaf removal. Notice to homeowners will be sent before the application date for those wanting to opt-out

Out-of-Contract Services

- Tree/shrub planting will begin next week. Flags will be placed in the berms to identify the shrub to be planted and its placement. The same will be done for eight trees to be planted.
- Shrubs with pink tape will be removed. Plants with pink and green tape will be transplanted.

Tree Removal and Pruning by Practical Arboriculture

- The majority of trees on Arboriculture's list have been removed.
- They continue to fit us in between jobs scheduled before ours and assure us they will finish pruning the trees by December.

Pin Oak Treatment

- We have received estimates from 3 tree companies/arborists to provide antibiotic treatment for bacterial leaf scorch and fertilization for our Pin Oaks.
- Treatment is applied once a year in the spring and consists of two separate injections, one of antibiotics followed two weeks later with an application of nutrients. To date, the trees have had two treatments.

Newly Planted Trees

- The board requested 3 estimates from arborists to provide a yearly monitoring service for our 48 newly planted trees, which would consist of checking the trees 3 times a year for disease and fertilizing them as needed. This service would protect the HOA's significant investment in the trees added to our streetscape.
- According to one arborist, the trees only need this service for the first 5 years of their life. Then, they would only need to be checked once a year.

Doug Brooks added to the landscape report that a message would go out to homeowners as soon as the 2023 shrub pruning in foundation beds is complete so that homeowners can check to see if their foundation beds were pruned. This way, Valley can return to prune any shrubs missed.

CARB

Doug Brooks presented a visual review of all CARB applications received and acted upon thus far in 2022. The many applications include such items as installing generators and solar panels, fencing, landscaping, tree removal, changing colors of front doors, shutter, garage doors, etc.

Exterior Maintenance

- Mark Watlock, the new chair of the Maintenance Committee, informed the membership the 2022 maintenance cycle is complete except for correcting the paint blistering shutter problem found at 3 houses that was not resolved six years ago when said houses' shutters were scraped, primed with an adhesive primer and painted. Even with this extra effort by the contractor the shutters 6 years later this problem was not resolved. This should be corrected by the end of the year using shutters made of material that accepts paint.
- The MC met with Matt Lightfoot on October 19 hoping to set pricing for 2023. Matt, however, felt uncomfortable setting pricing at this time as PVC trim used to replace rotted trim has gone up close to 50% and paint prices rose by 12% on the 1st of September. With a 6-month gap between the present and the beginning of the 2023 cycle, product pricing can change significantly. Matt was not comfortable locking into pricing with such a large time gap. The MC will revisit the issue with Matt in March 2023.
- The use of PVC for trim replacement is beginning to pay off and will only continue to improve.
- Mark will call the lamplighters to get acquainted and ask them if they would like to stay on. Lamplighters save us money with their willingness to volunteer.
- Mark Watlock welcomed Frank Tarrant as a new member of the MC. Thank you, Frank, for your willingness to serve Courtyard.

Welcoming Committee

Lynda Dunn reported that even with the significant turnover of home sales this year, only one new resident has yet to receive a Welcome Packet. The last new resident has been informed about the packet but is choosing to receive it in November once she moves in, as interior work is currently being done in the house.

Treasurer's Report

Doug Brooks provided a summary of the September 30, 2022 Closing. The cash balance was \$159,197.74 with total equity of \$145,958.40. Operations income is 75% of the budget, and expenses are 83.43% of the budget - excellent considering high snow costs. Reserves contributions year-to-date were \$15,592.50 with expenditures of \$4,490.40.

Work Pending in the Redfields Community

- Doug Brooks reported that work will resume on the critical slopes of those houses on one side of Heritage Court and Courtyard Drive that back up to the retention pond area. The plan is to plant juniper and possibly other shrubs on the slopes to provide a rich root system to prevent erosion.
- Redfields' HOA will remove the unhealthy-looking cypresses inside the main entrance and replace them with Nelly Stevens Hollies.
- Redfields' HOA will also be doing some planting at the Swan Ridge entrance to enhance the appearance of that area.

Member Comments and Questions

Barry Bragg encouraged member comments and questions, and no one had either.

With no further topics to discuss, the meeting adjourned at 7:10 PM.

Respectfully submitted,

Julia J. Fudala

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