

Minutes of Courtyard HOA Board Meeting
July 2, 2024, 6:00 PM
Meeting Held Virtually Via Zoom

The Meeting was called to order at 6:02 PM by President Barry Bragg.

Present: Barry Bragg, President; Heather Heuschen, Vice President; Tom Scully, Treasurer; Teri Smith, Corporate Secretary; Stephanie Polackwich, and Mark Watlock, Directors-at-Large; Alex Roark, Community Co-Manager. Absent: Anne Broccoli, Director-at-Large.

A Quorum was established with a majority of Directors present.

UPON MOTION DULY MADE by Stephanie Polackwich, seconded by Heather Heuschen and unanimously carried, the Board voted to accept the minutes of the Board meeting held May 7, 2024, as they stand.

Financial Report Presented by Alex Roark and Tom Scully

- Overall picture – As of Mary 31st draft closing, we have approximately \$205K cash on hand with total equity of \$171K.
- We are 5/12 through the year and have collected \$92K, with \$130K to come.
- Overall, we are in a good financial position.
- Many of the contracted expenses will hit in the next few months since summer is when most of the maintenance costs hit as well as the bills for mulch and the pin oak treatments.
- With budgeted expenses, we will have a shortfall of \$22K, but we did get a reduction of about \$12K in the cost of mulch this year that will help cover some of this shortfall.

Standing Reports

CARB Reported by Stephanie Polackwich

- No pending applications.

Maintenance Committee Reported by Mark Watlock

- This is a busy time with maintenance cycle work. Lightfoot could wrap up mid-week this week.
- At the completion of the cycle work, Lightfoot will have painted, powerwashed and replaced trim work as needed for 17 homes and we will have powerwashed another 18.
- There are ongoing issues with the mailboxes, with the primary issue being the rivets that hold the doors.
- After inspecting the neighborhood mailboxes, Mark has found approximately 3 boxes in danger of becoming detached from their posts and 13 that need the red flags replaced.
- There was a suggestion that the maintenance committee try to get an estimate of the mailbox repairs to compare repairing boxes versus replacing them with new ones.

- It was also suggested that we might need some guidelines developed for determining when a mailbox needs to be replaced.
- There was a suggestion that Matt Lightfoot might be interested in doing the mailbox repairs.
- One resident suggested considering central mailboxes instead of the individual house boxes.

Landscape Committee Reported by Stephanie Polackwich

- Valley is running a bit behind so berm pruning just started today.
- Once berm pruning is completed they will move to foundation and shrub pruning. If there are any plants that Valley should not prune, residents should identify them with a flag.
- This has been a frustrating spring as Valley was running 2 months behind on mulch.
- The Landscape Committee had asked Valley to reduce the amount of mulch used. The cost came in \$12K less than budgeted as a result of the reduction.
- The final Valley turf treatments will be in September and October.
- Practical Arboriculture will be removing the remaining purple plum trees this summer.
- Plant Rx applied treatments to the pin oaks for bacterial leaf scorch. Will also fertilized our young trees in the spring and pruned them and will continue to monitor the trees.
- Due to the dry conditions, homeowners have been asked to help water the berms and new shrubs.

Newsletter/Website Reported by Teri Smith

- The updated directory and quarterly newsletter went out in June. The next ones will be sent out in September.

Welcome Committee Reported by Lynda Dunn

- The Welcome Committee is up-to-date on visits to new residents.

Floor Comments

- There was some discussion about having residents identify if they want their mailboxes replaced and if so, give them an estimate for cost and have the residents pay for it. However, it was noted that mailboxes are listed on the chart of maintenance as being maintained by the HOA.

The meeting adjourned at 6:52 with a motion to adjourn by Stephanie Polackwich, seconded by Mark Watlock

Respectfully submitted,

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