

Village at Cordata Northside Condominium Association
Thursday, March 20, 2025 at 10:00 AM, via Internet ZOOM
Minutes of the Board of Directors

Board Members Present: Cherie Thomas, President; Jody McBee, Vice President; Rupert Ayton, Treasurer; Linda Sheeks, Architectural Manager; Vale Hartley, Secretary and Charlotte Martin, Member.

Residents Attending: VACNCA IT Host, Pete Asprey, Jerry Boles, Charlie Collier, Barbara Green, Larry Green, Judy Hultgren, Patty Liggett, John McBee, Mike McGowan, Rhea Ramsay, Stephanie Sarver, Earl Sheneman, Jim Tragesser, and JoAnne Wyatt.

Property Manager: Rachel Long

1. Call to order: 10:00 AM by Cherie Thomas. She added two new items to the agenda: 7.5 Rules and Regulations Committee and 9.3 Village at Cordata Condominium Association request.
2. Roll Call: by President Cherie Thomas. Bill Donahue was absent.
3. Members Open Forum: Cherie Thomas. No questions or contributions from members.
4. Approval of Board of Directors Meeting Minutes from February 20, 2025. Rupert moved to accept the minutes; Jody seconded and the minutes were approved.
5. Treasurer's Report: Rupert Ayton
Treasurer's March 2025 Report

Treasurer's Activities Report

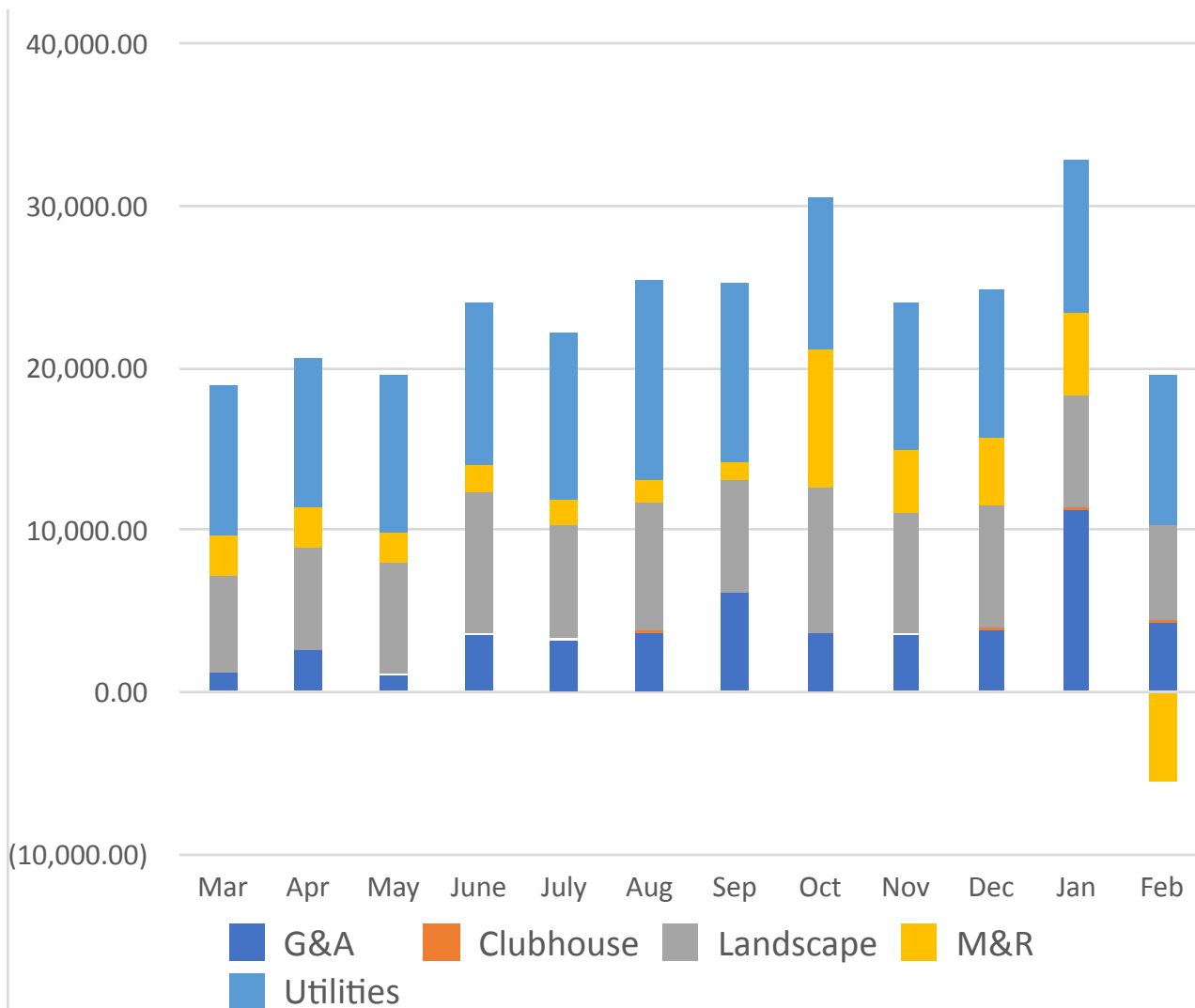
1. Audit update
 - a. The 2024 audit is underway and we are anticipating some correcting entries to be made to final 2024 numbers, possibly including the Comcast settlement, plus moving the final operating surplus to reserves.
2. Investments update
 - a. At Edward Jones, we had 9 CDs with maturities ranging from 3 to 52 months (known as a maturity ladder) totaling \$131,000. The average rate was 3.883%. We also had \$3,407.89 in a money market account earning 0.45%, and in March I invested \$3,00 in a 5-year CD.
 - b. We have \$10,000 in a Treasury Direct account with a current yield of 2.96% and accrued interest of \$1,248.
3. February transaction review
 - a. I have reviewed the invoices for February and all appear reasonable.
 - b. I have reviewed the bank reconciliations and all appear to be in order.
4. Member dues
 - a. As of the end of February we 1 unit owing 5 months of late fees, 1 unit 2 months late, and 1 unit owing 1 month's late fee. I have left a phone message for the unit owing 2 months.

Operating Fund Financial Report

1. Balance Sheet at 2/28/25
 - a. Total assets of \$86,365.45
 - b. Liabilities of \$37,374.69
 - c. Operating Fund Surplus of \$48,990.76
2. Revenue and Expense for the 2 months ended 2/28/25
 - a. Revenues of \$52,515.00
 - b. Expenses of \$44,383.24
 - c. Operating net surplus for the year of \$8,131.76

Reserve Fund Financial Report

1. Balance Sheet at 2/28/25
 - a. Total assets of \$255,014.19
 - b. Total reserves of \$255,014.19
2. Revenue and Expense for the 2 months ended 2/28/25
 - a. Revenues of \$16,560
 - b. Expenses of \$22,129.08
 - c. Reserve net deficit for the year of \$<5,569.08>



12-Month Operating Expense Trend

Rupert fielded a few questions about fees for late payment of Association dues.

6. Property Managers Report: Rachel Long. Blythe Plumbing is planning to come out on March 27th to work on drain lines around the four Units with drainage problems. Utility lines will have to be marked. One drainage line has previously been found blocked with roots/vegetation. It was capped and a new drain was created by the A Team.

7. Committee Reports:

7.1 Architectural - Linda Sheeks

- Seven homes are being painted this spring. Owners have been contacted and color swatches given to them to make their decision.
- Three homes that still have original gutters will be replaced this year. Work Order has been issued to Rain Guard to do the work.

- Work Order has been issued to Custom Cut to do pruning of landscaping around Units being painted this year. There needs to be clear open path for paint crew to do their job.
- Work Order has been issued to Rain Guard to inspect all 60 homes and Clubhouse for moss on roofs.
- Doug from Country Glass has not yet done a walk around to inspect windows. Several Owners have told me of issues they are having with window(s) and I will let Doug know of these to be checked out.
- I have spoken with Rob from Bellingham Garage Door Repair re: checking out all garage doors and equipment.

7.2 IT - Pete Asprey - IT Activity Report

03 20 2025 IT Activity Report

- Zoom Setup, Management, Recording, Audio, Transcription, Posting (Jerry B)
- Publish and distribute agenda/minutes/as needed
- Added new resident to system; fixed some errors
- Produced full update of all reports, lists and emergency contacts
 - Sent links to all residence to download/print files
- Web site maintenance
- Calendar maintenance, printing, posting
- More "Mail is In" problems/changes
 - Verizon removed the ability to send SMS/Text via email
 - This means Verizon subscribers can no longer receive SMS/Text to their phone
 - All Verizon subscribers converted to email only
 - USPS now provides similar service for free...email only.
 - Now testing. So far it has missed several days, and has delays on reporting mail arrival. Roughly 45 minutes after our version

7.3 Landscape - Rupert Ayton. Rupert did not call a Landscape Committee meeting this month. He made a few remarks about the drainage problems that the Property Manager had already addressed.

7.4 Social - Patty Liggett. The March 11th Mardis Gras event was well attended. Bingo is coming up on March 26th, hosted by Cherie Thomas and JoAnne Wyatt. A potluck dinner, hosted by Cherie Thomas and Shirley Nyland, is scheduled for April 8th.

7.5 Rules and Regulations - Jody McBee. The committee has been meeting since last fall, working to make the rules a bit less complicated. The final draft will be displayed in the Clubhouse for residents to review. The draft will also be emailed. Comments are welcome. The Board will vote on the updated version at the April 17th meeting.

8. Unfinished Business -

8.1 Drainage at Unit 1224 - Covered earlier in Property Manager's report.

9. New Business - Cherie Thomas.

9.1 Changes to the Exterior of Units

9.1.1 Unit 1229 - Rhea Ramsay wants to add exterior retractable window screens to her kitchen windows. Charlotte Martin moved to approve. Jody McBee seconded the motion and it was approved.

9.1.2 Unit 1230 - Marlin and Kay Stamnes want to replace the railing on their deck. Cherie Thomas noted that this does not require Board approval. She will let them know.

9.1.3 Unit 1254 - Rupert Ayton and Stephanie Sarver want to change the gas fireplace vent in their Unit from a vertical chimney design to venting from the side of their chimney chase. Rupert noted that the original design is no longer code. Jody McBee moved to approve, Charlotte Martin seconded and it was approved.

9.2 Clubhouse Security - Cherie Thomas for Leslie McRoberts. Leslie was not in attendance. Cherie noted that suggested security cameras would take oversight, which no one wants to do. A discussion ensued in which no one had any serious examples of security problems. Rachel Long said she would check with the Festival Square Board to see if they had any problems.

9.3 Request from the Village at Cordata Condominium Association (the Village)- Cherie Thomas. Our USPS delivery person, Anna, passed on a message from the Village inviting VACNCA to join their 4th of July parade. Cherie will email their contact, Jackie Smith, to discuss it.

10. Announcements - Cherie Thomas. None.

11. Next Board Meeting Date: Thursday, April 17, 2025

12. Adjournment - Meeting adjourned at 11:03 by Cherie Thomas.

Minutes Submitted by Vale Hartley, Board Secretary.