

Village at Cordata, Northside, Condominium Association

Meeting of the Board of Directors

November 12, 2020 10:00am, via Internet Zoom Meeting

Minutes

Board Members Present: Beverly Brownrigg, President; JoAnne Wyatt, Vice President; Earl Sheneman, Treasurer; Patty Liggett, Secretary; Cheryl Scheele, Member; Lynn Kirlin, Member

Board Members Excused: Larry Pollett, Building & Grounds

Members Attending: Pete Asprey, Donna Collier, Evelyn Friesen, Carl Grant, Michael McGowan, Helen Roberts, Ron Roberts, Linda Sheeks, Jim Tragesser

1. **Call to order:** 10:00AM by JoAnne Wyatt
2. **Minutes Approved:** Earl Sheneman moved that the Board of Directors Minutes from October 8, 2020 meeting be approved as written. Second by JoAnne Wyatt. Motion approved.
3. **Treasurer's Report:** (Earl Sheneman)
 - 3.1. All bills are paid to date.
 - 3.2. All monthly assessment checks are in.
 - 3.3. General fund balance as of end of October: **\$70,581.21**
 - 3.4. Reserve fund balance as of end of September: **\$276,422.70**
 - 3.5. We are waiting for a few monthly assessment checks to come in.
 - 3.6. Cheryl Scheele moved for the Board to approve the Treasurer's Report. Second by Lynn Kirlin. Motion Approved.
 - 3.7. Earl Sheneman Presentation Proposed 2021 Budget for Board's Consideration
 - 3.8. Patty Liggett moved for approval of the 2021 Budget as presented. Second by Cheryl Scheele. Motion Approved
 - 3.9. A Budget Ratification Meeting will be conducted on December 10, 2020 at 10:00 AM via Zoom, prior to the regular December monthly board meeting.
4. **Building Report:** (Larry Pollett) No report given
5. **Grounds/Landscaping Report:** (Jim Tragesser)
 - 5.1. Landscapers are continuing with pruning and raking leaves.
 - 5.2. Jim has not been able to meet with Don, our landscaper, regarding individual landscaping requests..
6. **President's Report:** (Beverly Brownrigg)
 - 6.1. Beverly asked for volunteers for the Nominating Committee.
 - 6.2. JoAnne Wyatt and Patty Liggett volunteered and were appointed to be Nominating Committee members.
 - 6.3. We will have the election (or re-election) of three board members: Beverly Brownrigg, Lynn Kirlin, and Larry Pollett
7. **IT Report:** (Pete Asprey)
 - 7.1. Publish/distribute minutes (fix error I caused)
 - 7.2. Made all resident updates (PDF, Print, Web, EC)
 - 7.3. Did distribution (email, semi-annual print, and Web Site)
 - 7.4. Put recording of last meeting onto website
 - 7.5. Fix Web Site service request forms and test distribution
 - 7.6. Added/Changed Mail is In Subscribers
 - 7.7. Made a Map Template for the Circle with Unit Numbers
 - 7.8. Added Map Template to Web Site
 - 7.9. Added Zone Color Columns to Residents Database
8. **Old (Unfinished) Business:**
 - 8.1. The Emergency Exit Easement gate has been installed. The decision was made to leave it unlocked for the time being.
9. **New Business:** No unfinished business
 - 9.1. Barbara Willis, #1239, is requesting permission to have a deck installed at her house.
 - 9.2. JoAnne Wyatt moved to approve the deck installation at #1239, at owner's expense, in compliance with the VACNCA Rules and Regulations. Second by Lynn Kirlin. Motion

10. Members Open Discussion:

- 10.1. .Earl voiced concern regarding the critical need to fill Larry Pollett's maintenance position on the Board.
- 10.2. Patty Liggett read a memo of six items that Larry Pollett manages and feels are very important for our consideration. After discussion, a determination was made that Patty will send Larry's concerns to all members in a separate memo.

11. Next Meeting Date: December 10, 2020

12. Adjournment:

- 12.1. Lynn Kirlin moved to adjourn the meeting. Second by Cheryl Scheele . Motion approved.

13. Meeting adjourned by Beverly Brownrigg at 11:10AM.

Submitted: Patty Liggett, Secretary