

Village at Cordata, Northside, Condominium Association**Meeting of the Board of Directors****Thursday, April 21, 2022 at 10:00 AM, via Internet Zoom**

Minutes

Board Members Present: : Cherie Thomas, President; JoAnne Wyatt, Vice President; Rupert Ayton, Treasurer; Patty Liggett, Secretary; Lynn Kirlin, Member; Beverly Brownrigg, Member

Board Member Absent, Excused: Linda Sheeks

Members Attending: Pete Asprey, Donna Collier, Bill Donahue, Barbara Green, Larry Green, Sylvia Hampson, David Harris, Sheila Johanssen, Jody McBee, John McBee, Nettie Post, Rhea Ramsay, Stephanie Sarver, Cheryl Scheele, Earl Sheneman, Eunice Smith, Jim Tragesser, Aline Wanne

Property Manager: Rachel Long was absent. No representative for Access was present.

1. **Call to order:** 10:00AM by Cherie Thomas.
2. **Roll Call:** All Board members were present, except Linda Sheeks was excused/absent.
3. **Members Open Forum:** No topics were discussed during the open forum.
4. **Minutes Approved**
 - 4.1. Rupert Ayton moved to approve the Board of Directors Minutes from March 17, 2022, as published. Motion seconded and approved.

5. **Treasurer's Report (Rupert Ayton)**

2021 Audit

- 5.1. Rupert signed off on the management representation letter.
- 5.2. The previously reported \$11k difference in 2021 operating expenses was a timing difference due to various accruals.

Operating Fund Financial Report

- 5.3. Balance Sheet at 3/31/22
 - 5.3.1. Total assets of \$72,272.49
 - 5.3.2. Liabilities of \$29,599.95
 - 5.3.3. Operating Fund Surplus of \$42,672.54
- 5.4. Revenue and Expense 3 months ended 3/31/22
 - 5.4.1. Revenues of \$67,463.75
 - 5.4.2. Expenses of \$63,308.88
 - 5.4.3. Operating net of \$4,154.87

Reserve Fund Financial Report

- 5.5. Balance Sheet at 3/31/22
 - 5.5.1. Total assets and total capital \$299,173.19
- 5.6. Revenue and Expense 3 months ended 3/31/22
 - 5.6.1. Revenues of \$17,190.66
 - 5.6.2. Expenses of \$3,302.08
 - 5.6.3. Reserve net of \$13,888.58

6. **Property Managers Report (Rachel Long)**

- 6.1. Cherie Thomas reported for Rachel that she is moving ahead on gutter replacement and is coordinating that with Linda Sheeks.

7. **Committee Reports**

7.1. **Architectural (Linda Sheeks)**

- 7.1.1. Nothing new to report from Linda.
- 7.1.2. Cherie Thomas reported that next week Don Waters, our landscaper, will begin repairs to the center pathway.

7.2. Landscape (Stephanie Sarver)

- 7.2.1. Sheila Johanssen is a new member on the landscape committee.
- 7.2.2. After a plan was presented and discussed, Stephanie Sarver (landscape committee chairperson) proposed that the board approve landscape changes as submitted by the Grants at unit #1248, with the exception of installing pavers along the walkway. Motion seconded and approved.
- 7.2.3. Nancy Barnhart, unit #1206, submitted landscaping plans for the area around her home. The committee requested that she rework the plans and submit them in phases.
- 7.2.4. Following the request and discussion regarding landscaping at Stephanie Sarver and Rupert Ayton's residence, unit #1254, Stephanie Sarver moved to approve planting of 12 salal plants in the area along the grass in front of their house, at their own expense. Motion was seconded and approved, with Rupert Ayton recusing himself from the vote.
- 7.2.5. Following the request and discussion regarding landscaping, Rupert Ayton moved to replace the blue spruce at unit #1262 with a cedar tree, at the association's expense. Motion was seconded and approved.
- 7.2.6. Following discussion regarding removal of mugo pines at unit #1262, it was determined that the association will pay the charge for the removal.
- 7.2.7. Following the request and discussion, Rupert Ayton moved that Linda Sheeks, unit #1262, be allowed to continue with her shrub replacement plan, at her own expense. Motion was seconded and approved.

7.3. IT (Pete Asprey)

- 7.3.1. Zoom Meeting Setup & Management
- 7.3.2. Publish/Distribute Minutes
- 7.3.3. Recover Damaged Web Site
- 7.3.4. Reorganized/Posted Quarterly Calendar
- 7.3.5. Continued Changes to File Management
- 7.3.6. Began Input of Clubhouse Box Numbers

7.4. Safety (Donna Collier)

- 7.4.1. SNUG, a cell phone app, and Life Alert Pendants were discussed as useful safety products that people who live alone might find beneficial to research and use.

7.5. Social (Beverly Brownrigg)

- 7.5.1. A coffee/tea has been scheduled for April 26, 2022, at 2:00PM in the clubhouse. Please plan to attend our first social activity in two years. Masks optional.

8. Unfinished Business

- 8.1. Rupert Ayton furnished the Board with a draft of the Washington rules for homeowners associations regarding solar panels on rooftops. The draft will be included in the next newsletter, with discussion at the next board meeting.

9. New Business

- 9.1. No new business discussed.

10. Announcements

- 10.1. Next board meeting: May 19, 2022.

11. Adjourn

- 11.1. Rupert Ayton moved to adjourn the meeting. Motion seconded and approved.
- 11.2. Meeting adjourned at 11:32 AM by Cherie Thomas.

Submitted: Patty Liggett, Secretary