

Village at Cordata, Northside, Condominium Association
Thursday, July 20, 2023 at 10:00 AM, via Internet ZOOM
2023 July Board Meeting

Minutes

Board Members Present: Cherie Thomas, President; JoAnne Wyatt, Vice President; Vale Hartley, Secretary; Linda Sheeks, Architectural Manager; Lynn Kirlin, Member; and Beverly Brownrigg, Member.

Members Attending: Pete Asprey, Bill Donahue, Sylvia Hampson, July Hultgren, Patty Liggett, Charlotte Martin, Jody McBee, John McBee, Cheryl Scheele, Eunice Smith, Jim Tragesser and Barb Willis.

Property Manager Attending: Rachel Long.

1. Call to order: 10:00 AM by Cherie Thomas
2. Roll Call: by secretary Vale Hartley. All Board members present, except Rupert Ayton.
3. Members Open Forum: No member comments were offered.
4. Approval of Board of Directors Meeting Minutes from June 15, 2023: Lynn Kirlin moved to approve. Motion was seconded by JoAnne Wyatt. Minutes were approved.
5. Treasurer's Report: There was no report because Treasurer Rupert Ayton was absent.
6. Property Managers Report: by Rachel Long.
 - She asked for direction regarding the attic truss in Unit 1237 that was flagged during a building inspection. After some discussion, the board asked her to check back with C & E Construction about the possibility of a more robust repair, and to check on the availability of a structural engineer.
 - Rachel talked about the \$2.49 fee from AppFolio (Access Property Management's software provider) that will go into effect for online HOA payments beginning August 1, 2023. She made it clear that there was nothing Access could do about it. Residents who do not want to pay AppFolio the \$2.49 can pay Access directly with a check (via their bank or written personally).
 - She also mentioned that a proposed contract will be coming to the Board soon from Environmental Insulation regarding maintenance work that needs to be done in unit crawlspaces.
7. Committee Reports:
 - 7.1. Architectural - Linda Sheeks
 - All replacement windows initially ordered this Spring have been installed. Another home was identified as needing four windows, which are being ordered.
 - The painter has some odds and ends to wrap up, replacing/repairing fascia board and siding, and painting a deck (at the Owner's expense). Cost to paint homes in 2024 estimated to go up \$200 each. Painters will be back next week to fix the windows that were painted shut in some units.
 - Truss repair work was done at recently sold Unit 1237.
 - Vent on roof of Unit 1231 was replaced as existing one was incorrectly installed. Discovered when checking out possible leak from roof onto kitchen ceiling.
 - Pressure regulator valve broken at Unit 1261. Problem addressed and fixed.
 - 7.2. IT - Pete Asprey
 - Zoom setup/management/recording/reminders. Publish/distribute agenda/minutes (and other items) Updated Unit Maintenance Records.
 - Produced Unit Reports.
 - Updated & Printed Clubhouse Calendar. Issued Data Audit Forms for Board Members.
 - Sent Data Audit Forms to all Residents/Owners - There was a discussion about the accuracy of unit square footage as shown on the data forms compared to tax assessor records. JoAnne Wyatt volunteered to do some research and follow up with Pete about it.

- 7.3. Landscape - Rupert Ayton is the new committee chair and he was absent.
- 7.4. Safety - Donna Collier was absent.
- 7.5. Social - Beverly Brownrigg and JoAnne Wyatt reported that there will be an Ice Cream Social at the clubhouse on Tuesday, July 25, 2023 at 2:00.
- 8. Unfinished Business
 - 8.1. Crawlspace maintenance - Cherie Thomas reported that there are some details yet to be worked out regarding exactly what work will be done this year versus what will be budgeted for next year. She and Rupert Ayton will be meeting to discuss it. (See also Property Manager's Report, number 6 above.)
- 9. New Business
 - 9.1. Change in accounting auditor - David Long at Access has recommended we change auditors to Newman HOA CPA due to continued problems with receiving our final audit from our current firm, Vandal and Company. Rupert supports David's recommendation. Lynn Kirlin made a motion to change to Newman, Beverly Brownrigg seconded the motion, and it passed.
- 10. Announcements - Cherie Thomas announced that Unit 1237 has closed. New owners are John and Carla Martin. Also, she reminded everyone to send landscaping requests to Access.
- 11. Next Board Meeting Date: August 17, 2023
- 12. Adjournment - Lynn Kirlin moved to adjourn the meeting; Beverly Brownrigg seconded. The motion was approved and the meeting adjourned.

Meeting adjourned at 10:40 am by Cherie Thomas.

Minutes Submitted by Vale Hartley, Board Secretary.