

Village at Cordata Northside Condominium Association
Thursday, June 20, 2024 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; Vale Hartley, Secretary; Charlotte Martin, Member; and JoAnne Wyatt, Member.

Residents Attending: VACNCA IT (Hosts, Pete Asprey and Jerry Boles), Bill Donahue, Judy Hultgren, Patty Liggett, John McBee, Mike McGowan, Cheryl Scheele, Jim Tragesser and Barb Willis.

Property Manager: Rachel Long was absent

1. Call to order: 10:01 AM by Cherie Thomas
2. Roll Call: by Secretary Vale Hartley. Linda Sheeks was absent, but there was a quorum.
3. Members Open Forum:
 - 3.1 Cheryl Scheele shared a concern about root damage from a maple tree near her (Unit 1224). Charlotte Martin had a concern about branches from a maple near her (Unit 1212 and next door at Unit 1214) potentially causing roof damage. Cherie Thomas mentioned potential damage from tree roots at Unit 1203. Rupert Ayton said he was arranging for an arborist to come for another issue and that he would add these to the list.
 - 3.2 Cherie Thomas mentioned that the oven in the clubhouse does not heat correctly. An investigation will be conducted to see if the burners are working in order to determine if a repair or replacement is in order.
 - 3.3 Bill Donahue asked about the status of a work order he turned in last month to have bushes, that are impairing visibility when backing up, trimmed near his garage. Cherie consulted her work order list (from Access) and told him it has been assigned to Custom Cut.
4. Approval of Board of Directors Meeting Minutes from May 16, 2024:

Charlotte Martin moved to approve the minutes. Motion was seconded by Rupert Ayton. Minutes were approved.

5. Treasurer's Report: Rupert Ayton

Treasurer's June 2024 Report

Treasurer's Activities Report

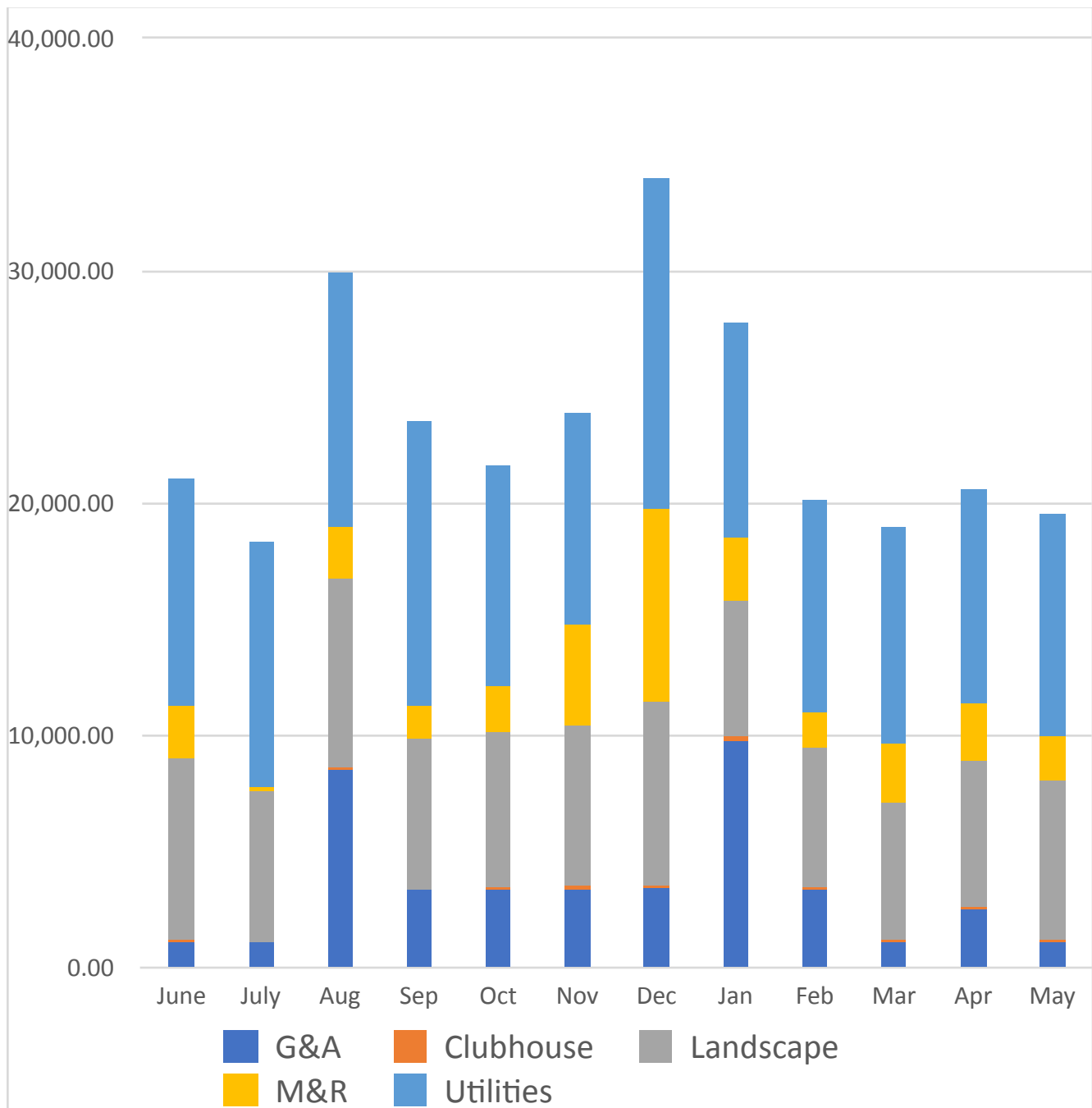
1. 2023 Audit
 - a. We are still waiting to receive the audit.
2. Investments update
 - a. At Edward Jones, we had 7 CDs with maturities ranging from 1 to 47 months (known as a maturity ladder) totaling \$126,000. The average rate was 3.86%. We also have \$3,357.04 in a money market account earning 1%.
 - b. We have \$10,000 in a Treasury Direct account with a current yield of 3.38% and accrued interest of \$880.
3. May transaction review
 - a. I have reviewed the invoices for May and all appear reasonable.
4. Member dues
 - a. As of the end of May we had one delinquency totaling \$575.

Operating Fund Preliminary Financial Report

1. Balance Sheet at 5/31/24
 - a. Total assets of \$81,432.21
 - b. Liabilities of \$37,361.36
 - c. Operating Fund Surplus of \$44,070.85
2. Revenue and Expense for the 5 months ended 5/31/24
 - a. Revenues of \$125,864.34
 - b. Expenses of \$102,019.73
 - c. Operating net surplus for the year of \$23,844.61

Reserve Fund Preliminary Financial Report

1. Balance Sheet at 5/31
 - a. Total assets of \$275,951.62
 - b. Total reserves of \$275,951.62
2. Revenue and Expense for the 5 months ended 5/31/24
 - a. Revenues of \$39,371.63
 - b. Expenses of \$18,791.02
 - c. Reserve net surplus for the year of \$20,580.61



12-Month Operating Expense Trend

6. Property Managers Report: None since Rachel Long was absent.

7. Committee Reports:

7.1 Architectural - Linda Sheeks was absent; Cherie Thomas read her report.

1. Painting of six homes and Clubhouse is to begin this week. Because of the excessive rain, the paint crew is behind.
2. Huizenga Enterprises, our asphalt contractor, has been given the OK to patch failing asphalt and apply sealant in cracks. This work should begin soon. Added per discussion during the Board meeting: Rupert reported from a meeting he, Linda, and JoAnne Wyatt had with a representative from Huizenga. They inspected the asphalt and found it to be in good shape. Together they developed a plan that will fit in the budget for continuing to maintain the curbs and seal asphalt over time.
3. Received cost invoice from Country Glass for 15 windows being replaced this year. The total amount came in under budget. We have lots of the older wood and vinyl windows where the caulk is cracking or almost non-existent. I have asked Doug to inspect all windows at every home and to repair failing caulk where necessary.

7.2 IT - Pete Asprey

1. Welcomed Jerry Boles as an active member of the IT Committee. He comes to us with broad IT experience. Starting in July, he'll take over primary Zoom meeting support; Pete will be backup. Over time, he plans to take on management of the VACNCA web site.
2. Zoom setup/management/recording/reminders
3. Post Zoom Recording, Audio and Transcription
4. Publish/distribute agenda/minutes (and other items)
5. Updated clubhouse calendar
6. Updated the mailing lists (Residents)
7. Still did not print "1 Pagers," but sent draft copies to residents to audit before printing
8. Purchased another year of VACNCA Microsoft 365 (Cloud Storage) for IT Committee sharing

7.3 Landscape - Rupert Ayton

Landscape Committee Report
17 June 2024, 10am in the Clubhouse

Committee members present were Rupert Ayton, Jim Tragesser, Sheila Johansen, Kris Carson and Louann Chapman. Charlotte Martin, Beverly Brownrigg, and Donna Collier were absent.

1. The Committee discussed the general misunderstanding by some VACNCA residents of the landscape contract with Custom Cut. The contract does not stipulate what days and what crew work during the week. It is an annual contract payable in

12 monthly installments. Crews may work any day of the week on VACNCA's contract. And crews may work any day of the week on private contracts with members.

2. The Committee noted that the beavers were able to fell a small tree by gnawing just above the sand paint line.

3. The Committee discussed the irrigation system being turned on and that it runs in a different cycle from last year. The only solution to the over spray on Unit 1266 is to have the irrigation system in the lawn dug up and modified. At this point that does not make sense.

4. The Committee discussed the water bags installed on the dogwoods. Kris and Bob Carson have been diligently water trees and filling the water bags. The Committee thanks them.

5. The Committee discussed dead limbs on the Maple in front of 1256. We have not had any luck getting an arborist out, and Rupert will contact Tim Davis the Tree Surgeon.

6. The Committee has decided to plant a Sanders Blue Cedar behind 1221. The tree will be purchased from Kent's by Kris Carson and reimbursed by VACNCA. Either landscape volunteers will handle the planting, or VACNCA will contract with an independent landscaper to complete the work.

7. The Committee discussed planting a Rhododendron in front of 1203. Rupert will check with Shirley on color. Again, either volunteers or a landscaper will handle the job.

8. The Committee discussed creating a rock garden in the vacant space in front of the clubhouse. A subcommittee of Louann, Sheila and Kris will devise a plan for the full Committee to approve.

9. The sickly Alaskan Cedar behind 1229 has been removed. The Committee will begin considering a replacement.

10. The Committee discussed removal of the Mugo pine that blocks the driveway view of unit 1220. The order has been given to Custom Cut. The Committee will replace the Mugo with a variegated Euonymus shrub.

11. The Committee discussed pest damage to yellow and orange Azaleas as pointed out by Kris. Jim will investigate a recommended pest spray, and then there will be a plant spraying party

12. The Committee discussed tent caterpillars and they appear to be gone.

13. The Committee discussed a request by 1203 to prune or remove a large Rhododendron. The order to prune has been given to Custom Cut.

14. The Committee is planning a bark mulch party for July to spread bark mulch on bare dirt spots in the common areas visible from the street, and around the base of young trees. The Committee will rent a pickup truck and buy medium bark mulch from Growsource.

15. The Committee discussed dying heathers, lily of the valley, and ivy. Members may dig up their lily of the valley. A volunteer crew may form to cut back dead growth on heathers as that seems to help with new growth.

The Committee adjourned at 11:15am.

7.4 Safety - Donna Collier was absent. In light of a recent event in which a resident was incapacitated in their garage for a length of time, Cherie Thomas mentioned that the Apple Watch has a fall alert function that some people might find helpful.

7.5 Social - Patty Liggett

1. Patty summarized social events held since the last Board meeting.
2. There will be an Afternoon Social on June 25th at 2:00 pm. A chicken dinner/potluck is planned for July 11. Details TBA. An Ice Cream Social is scheduled for July 30th. On August 13, the Board is sponsoring the annual VACNCA BBQ.
3. Ongoing cards/games are held on Monday and Thursday afternoons. All are welcome.

8. Unfinished Business - None.

9. New Business - None.

10. Announcements - Cherie Thomas shared the names of new residents, including Carla and Kelly Martin in Unit 1237, Maureen Naatus in Unit 1236, Marilyn and Kay Stamnes in Unit 1230, and Orleta and Bob Waters in Unit 1227.

11. Next Board Meeting Date: Thursday, July 18, 2024

12. Adjournment - Rupert Ayton moved to adjourn the meeting. Jody McBee seconded the motion, and it passed.

Meeting adjourned at 10:45 am by Cherie Thomas.

Minutes Submitted by Vale Hartley, Board Secretary.