

Village at Cordata, Northside, Condominium Association

Meeting of Board of Directors

June 13, 2019. VACNCA Club House

Minutes

Present: Beverly Brownrigg, President; JoAnne Wyatt, Vice President; Patty Liggett, Secretary; Larry Pollett, Building & Grounds; Lynn Kirlin, Member

Excused: Earl Sheneman, Treasurer; Cheryl Scheele, Member

Members Attending: Cindy Asprey, Pete Asprey, Barbara Green, Michael McGowan, Tim Metune, Michael Onorato, Linda Sheeks, Cherie Thomas

1. **Call to order:** 10:00AM by Beverly Brownrigg
2. Larry Pollett moved and Lynn Kirlin seconded that Board of Directors Minutes from May 9, 2019 be approved as written. Motion carried.
3. **Treasurer's Report:** Reported by Beverly Brownrigg, President
 - 3.1. All bills are paid to date.
 - 3.2. All monthly assessment checks are in and deposited.
 - 3.3. General Fund Balance at end of May: \$54,148.05
 - 3.4. Reserve Fund Balance at end of May: \$276,997.59
4. **Building & Grounds:** Larry Pollett
 - 4.1. Unit 1210: Garage door opener and safety equipment installed.
 - 4.2. Unit 1231: Garage door opener and safety equipment installed. Garage man-door repaired.
 - 4.3. Units 1203 & 1206: Will have new crawl space insulation and vapor barrier installed this week. At the same time, we will be inspecting 3 or 4 other units for possible rodent damage. I have stopped rodent and pest control after 6 months until we know more.
 - 4.4. Unit 1228: Inspection report from sale dealt with. New owner needs to provide the correct key for storage in the clubhouse.
 - 4.5. Unit 1222: Owners would like to install a Sun-setter awning, same as other units. Larry Pollett moved to approve the installation of a Sun-setter awning on the deck, at their own expense, in compliance with the VACNCA Rules and Regulations. Second by JoAnne Wyatt. Motion approved.
 - 4.6. Unit 1207: Owner would like to build a removable handicap ramp from front porch, at her own expense, similar to Unit 1225. It can't be installed in the garage like some others have.
 - 4.7. Larry Pollett moved to allow a removable handicap ramp to be built at Unit 1207, similar to Unit 1225, from the front porch, at the owner's own expense. Second by Beverly Brownrigg. Motion carried.
 - 4.8. The college will be increasing the size of the wetlands across the street from Festival Square.
 - 4.9. Weather permitting, Seal coating will commence next week. Please note your zone and plan accordingly. Walk on the grass or stay home for that day and all parked cars need to be removed. If you need to drive, park outside of your zone. See map posted on clubhouse doors.
5. **President's Report: Beverly Brownrigg**
 - 5.1. Please clean and vacuum when using the clubhouse. All garbage needs to be removed and taken to your home garbage cans for pickup. There is no garbage pickup at the clubhouse. Rules for using the clubhouse are posted on the refrigerator door.
6. **IT Report: Pete Asprey**
 - 6.1. May minutes formatted/distributed
 - 6.2. Mail notification in full operation
7. **Old (Unfinished) Business:**
 - 7.1. Letter from Michael Onorato regarding members selected by Board to authorize vehicle towing.
 - 7.2. JoAnne Wyatt will print guest passes that can be displayed on vehicle dashboards, to be used by members or their guests for vehicles parked on the street or at the clubhouse longer than a few hours or overnight.
8. **New Business:**
 - 8.1. Unit 1224: requesting permission to install a Sun-setter awning on the deck.
 - 8.2. Lynn Kirlin moved to approve the installation of a Sun-setter awning on the deck, at the owner's expense, in compliance with the VACNCA Rules and Regulations. Second by Larry Pollett. Motion approved.
 - 8.3. Beverly Brownrigg and JoAnne Wyatt will take keys, that are kept in the lockbox, around to meet with each member to make sure that the keys work in the doors, in case of an emergency.
9. **Member's Open Discussion:**
 - 9.1. Bulletin boards in the clubhouse can only be used for members personal postings, not commercial postings.
 - 9.2. The screens around the file cabinets will be updated.
 - 9.3. A folder will be developed for members and their survivors that will include Estate Sale information.
 - 9.4. Next meeting date: July 11, 2019 at 10:00am in the Clubhouse.
 - 9.5. Larry Pollett moved to adjourn. Lynn Kirlin Second. Motion carried.
 - 9.6. Meeting adjourned by Beverly Brownrigg at 11:12am.

Submitted: Patty Liggett, Secretary

VACNCA Board of Directors Authorized Transmission