

Village at Cordata, Northside, Condominium Association**Meeting of the Board of Directors****July 9, 2020 10:00am via Internet Zoom Meeting**

Minutes

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

Board Members Excused: Earl Sheneman, Treasurer; Larry Pollett, Building & Grounds

Members Attending: Cindy Asprey, Pete Asprey, Charlie Collier, Donna Collier, Evelyn Friesen, Barbara Green, Larry Green, Sylvia Hampson, Michael McGowan, Helen Roberts, Eunice Smith, Jim Tragesser

1. **Call to order:** 10:03AM by Beverly Brownrigg
2. **Minutes Approved:** Lynn Kirlin moved that the Board of Directors Minutes from February 13, 2020 meeting be approved as written. Second by Cheryl Scheele. Motion approved.
3. **Treasurer's Report:** (Earl Sheneman) Report presented by Beverly Brownrigg for Earl
 - 3.1. All bills are paid to date.
 - 3.2. Waiting for three monthly assessment checks to come in.
 - 3.3. General fund balance as of end of June: \$61,387.24
 - 3.4. Reserve fund balance as of end of June: \$285,181.25
 - 3.5. All requested documentation for our 2019 audit was submitted to our auditor, Jay Vandal, about April 10th. We have not heard anything back from him yet
 - 3.6. We received our 2020 Reserve Study Update from our reserve specialist David Bach in June. He did not include a hard copy due to virus restrictions. If necessary I can get a hard copy made but I have a PDF copy that I can send to anyone that wants it. Our numbers on the study were excellent, in my opinion. At the start of 2020 we were at 80% of what is considered the "ideal balance" and that is generally considered a very safe range to be in.
 - 3.7. We renewed our annual insurance policy with Rice Insurance Brokers in June.
4. **Building Report:** (Larry Pollett) Report for Feb, March, April, May, and June, presented by Beverly Brownrigg for Larry.
 - 4.1. Unit 1200: removed large tree, at owner's request.
 - 4.2. Replaced exterior light bulbs, as needed
 - 4.3. Unit 1252:exterminated large yellow jacket nest
 - 4.4. Removed and replaced 10 unit's gutters (1202, 1227, 1265, 1198, 1204, 1221, 1223, 1225, 1236, 1237)
 - 4.5. Identified 6 units for summer painting (1204, 1216, 1218, 1226, 1229, 1243)
 - 4.6. Activated irrigation water, and tested. Landscape person repairing some leaks.
 - 4.7. Identified 16 windows for summer replacement.
 - 4.8. Need to discuss emergency easement for exit.
 - 4.9. Gutter project finished.
 - 4.10. 22 units to be treated for roof moss.
 - 4.11. Water leak repairs in Units 5073-5075.
 - 4.12. Three more yellow jacket nests exterminated.
 - 4.13. Summer painting will start in the next few weeks.
 - 4.14. Identified four more windows for replacement, for a total of 20. This will happen late Summer/early Fall.
 - 4.15. Numerous small tasks have been completed. Too many to list.
5. **Grounds/Landscaping Report:** (Jim Tragesser)
 - 5.1. Landscapers are continuing to trim trees & bushes. Some plants grow rapidly and need to be trimmed twice per year..
6. **President's Report:** (Beverly Brownrigg)
 - 6.1. Beverly thanked Vale Hartley for making MANY masks for our community. They have been greatly appreciated by everyone.
 - 6.2. Easement for Emergency Exit from Northwind Circle onto Stuart Road was discussed.
 - 6.3. JoAnne Wyatt made a motion for the Board to establish a committee to review the emergency exit for ingress and egress for Northwind Circle. Second by Lynn Kirlin. Motion approved.
 - 6.4. Committee members are Lynn Kirlin, Larry Pollett, Jim Tragesser, and JoAnne Wyatt.
 - 6.5. The Emergency Exit Easement Committee will report back to the Board at the next Board meeting.

7. IT Report: (Pete Asprey)

- 7.1. Repaired the Mail notification system in the clubhouse.
- 7.2. Continued to work on VACNCA Website.
- 7.3. Organized and managed the Board Zoom meeting.

8. Old (Unfinished) Business: No unfinished business noted.

9. New Business: No new business noted

10. Members Open Discussion:

- 10.1. Many favorable comments for this Zoom Board meeting. Thanks to all participants.

11. Next Meeting Date: August 13, 2020

12. Adjournment:

- 12.1. Lynn Kirlin moved to adjourn the meeting. Second by JoAnne Wyatt. Motion approved.

13. Meeting adjourned by Beverly Brownrigg at 10:40AM.

Submitted: Patty Liggett, Secretary