

Village at Cordata, Northside, Condominium Association
Thursday, May 18, 2023 at 10:00 AM, via Internet ZOOM
2023 May Board Meeting

Minutes

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

Members Attending: Pete Asprey, Donna Collier, Sylvia Hampson, Judy Hultgren, Patty Liggett, Charlotte Martin, Jody McBee, John McBee, Michale McGowan, Rhea Ramsay, Ron Roberts, Stephanie Sarver, Cheryl Scheele, Jim Tragesser, Barbara Willis

Property Manager Attending: Rachel Long

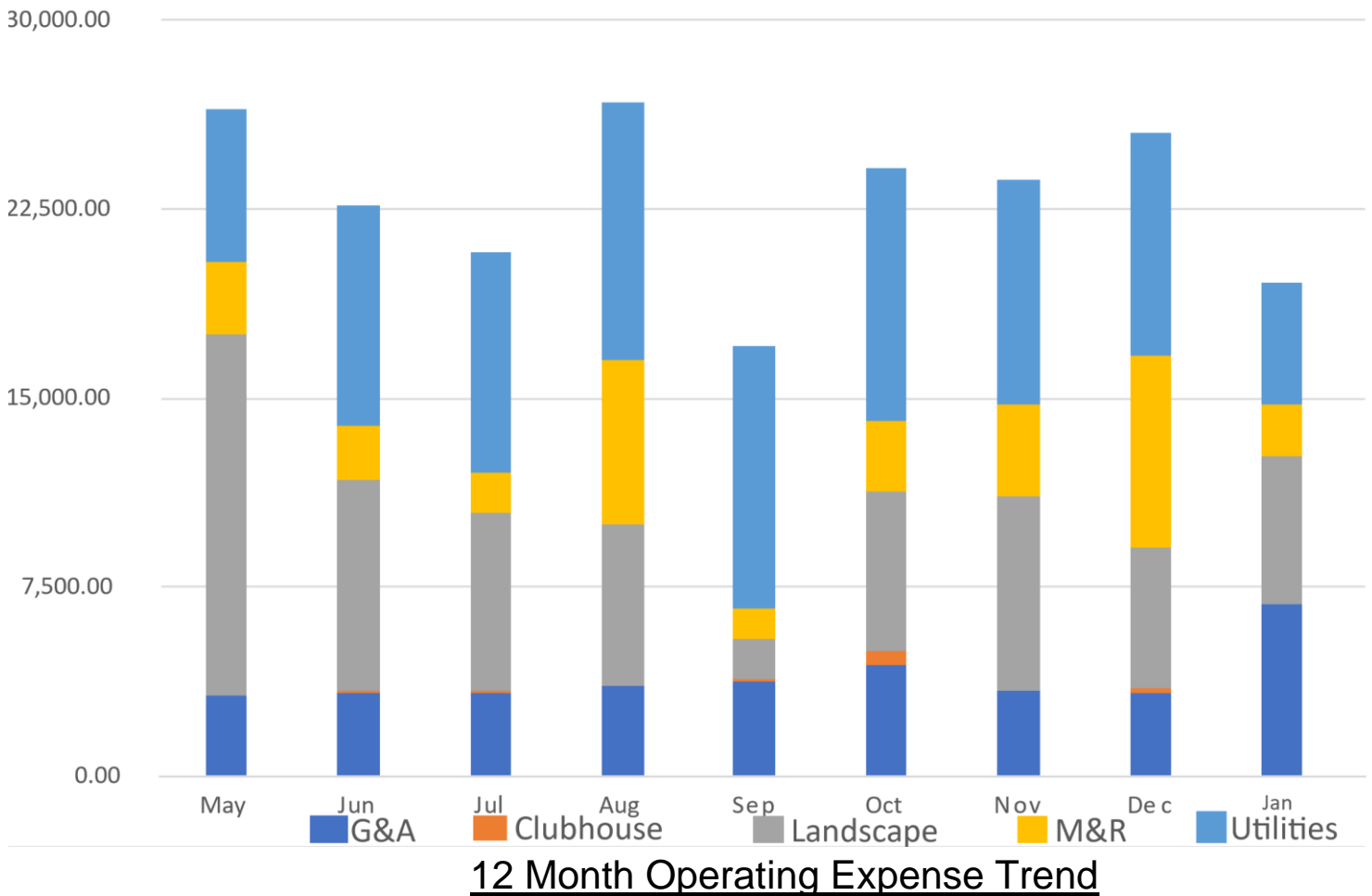
1. Call to order: 10:00 AM by Cherie Thomas
2. Roll Call: by secretary Vale Hartley. All Board members present.
3. Members Open Forum: Patty Liggett raised a concern about the potential fire danger posed from the number of dead plants in the landscape. Landscape Committee member Stephanie Sarver said they are aware of the issue of dead plants and are working on it. They are planning a Town Hall to address this issue and other landscape related concerns.
4. Approval of Board of Directors Meeting Minutes from April 20, 2023: Rupert Ayton moved to approve. Motion was seconded by JoAnne Wyatt. Minutes were approved.
5. Treasurer's Report: Rupert Ayton
 - 5.1. Investments update
 - 5.1.1. In our Edward Jones brokerage account, we have 6 CDs with maturities ranging from 2 months to 60 months (known as a maturity ladder) totaling \$125,000. The average rate is 3.14%.
 - 5.1.2. We have \$10,000 invested in a Treasury Direct account with a current yield of 6.89%.
 - 5.2. March transaction review:
 - 5.2.1. I have reviewed the invoices for April and they appear reasonable.
 - 5.3. Member dues:
 - 5.3.1. We had one unit currently for sale that was \$845 in arrears at the end of April .
 - 5.4. Audit Update:
 - 5.4.1. I have not seen any resolution of the audit report disagreement.

Operating Fund Financial Report

- 5.5. Balance Sheet at 4/30/23
 - 5.5.1. Total assets of \$70,350.24
 - 5.5.2. Liabilities of \$34,580.77
 - 5.5.3. Operating Fund Surplus of \$35,216.77
- 5.6. Revenue and Expense 4 months ended 4/30/23
 - 5.6.1. Revenues of \$91,833.82
 - 5.6.2. Expenses of \$81,325.41
 - 5.6.3. Operating net surplus for the year of \$10,508.41

Reserve Fund Financial Report

- 5.7. Balance Sheet at 4/30/23
 - 5.7.1. Total assets of \$267,243.69
 - 5.7.2. Total reserve of \$267,243.69
- 5.8. Revenue and Expense 4 months ended 4/30/23
- 5.9. Revenues of \$28,423.95
- 5.10. Expenses of \$25,876.61
- 5.11. Reserve net surplus for the year of \$2,547.34



6. Property Managers Report: by Rachel Long.

The inspection report by Environmental Pest Control is due soon. Linda Sheeks asked if that report could include information about the state of crawl space covers for each unit and Rachel said she would ask them to include it.

7. Committee Reports:

7.1. Architectural - Linda Sheeks

- Painting should begin the week of June 5, 2023. Rotten siding and fascia boards have been identified on homes being painted. Not a lot this year. Been given estimate of \$1375.
- Another home, not scheduled for painting; has siding replacement needed at sides and above garage door. Bid estimate \$900 which includes repainting. Total siding costs to date this year \$2275 so still way under the allotted budget of \$4,000.
- Replacement window installs have begun. More to follow in June.
- Several outdoor garage lights have been replaced this month. Thanks to Ron Roberts for taking care of it.

7.2. IT - Pete Asprey

- Zoom setup/management/recording/reminders.
- Publish/distribute agenda/minutes.
- Updated Unit Maintenance Records; Produced Unit Reports.
- Updated Calendar; Printed for Clubhouse.
- Produced electronic distribution documentation
- Simplified Web Home Page
- Linda Sheeks asked for an updated resident phone list. Pete said he would work on it.

7.3. Landscape - Stephanie Sarver

- The Cordata Business Park contact is continuing to work on the cottonwood tree problem. Rachel will try to obtain a copy of the master plan so we can better understand their responsibility for environment maintenance.
- The Landscape Committee is working with Custom Cut Landscaping to decide how to best address need for removing dead heather plants and replacing them with appropriate plants, within the budget.
- There will be some additional landscape costs after the new curbing is installed.
- Donna Collier asked about whether the unit owners or the Association is responsible for cleaning moss from patios (either under decks or without decks). Cherie said she would check the VACNCA documents and see if the topic is addressed anywhere.

7.4. Safety - Donna Collier

Nothing to report.

7.5. Social - Beverly Brownrigg and JoAnne Wyatt

- There will be a Root Beer Party on Tuesday, May 30th at 2:00 in the clubhouse.
- Thursday afternoon Mexican Train (domino) games are transitioning to Bunco (a dice game) instead, beginning on the last Thursday of May.

8. Unfinished Business

- 8.1. Concrete curbing - JoAnne Wyatt said a second walk around with Richard from Huizenga resulted in a bit more curbing at a bit less cost. Residents will be notified when it is time for the work to be done.

9. New Business

- 9.1. Security - JoAnne and Cherie mentioned that they had seen landscape workers come from the Festival Square Condos area and use a key to enter our clubhouse (and use the restroom). Further discussion about the unknown number of clubhouse keys potentially used by unauthorized parties led to a motion by Rupert Ayton, and seconded by JoAnne Wyatt, to re-key the clubhouse. The motion passed. Rupert asked Rachel if she could contact Key West and get an estimate for the job.

9.2. Announcements

- Cherie said the residents in Unit 1231 would be moving out the upcoming weekend.
- Unit 1237 is being vacated and put up for sale.
- Units 5073 and 5075 are already on the market.

10. Next Board Meeting Date: June 15, 2023.

11. Adjournment - JoAnne Wyatt moved to adjourn the meeting. Motion was seconded by Lynn Kirlin and approved.

Meeting adjourned at 11:10 am by Cherie Thomas.

Minutes Submitted by Vale Hartley.