

**Village at Cordata Northside Condominium Association**  
**Thursday, May 16, 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; Linda Sheeks, Architectural Manager; Charlotte Martin, Member; and JoAnne Wyatt, Member.

**Residents Attending:** VACNCA IT (Host, Pete Asprey), Evelyn Friesen, Barb Green, Larry Green, Sylvia Hampson, Judy Hultgren, John McBee, Rhea Ramsay, Stephanie Sarver, 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.
3. Members Open Forum: No member comments were offered.
4. Approval of Board of Directors Meeting Minutes from April 18, 2024:  
Two corrections were noted - In Item 5, a portion of the Treasurer's Report was shown twice. The duplicated section should be deleted. In Item 8, Unfinished Business, the awning belongs to Kathy Centanni (not to Carla Martin). Charlotte Martin moved to approve minutes as corrected. Motion was seconded by Rupert Ayton. Minutes were approved.
5. Treasurer's Report: by Rupert Ayton

Treasurer's May 2024 Report

1. 2023 Audit

- a. Audit is currently underway and we expect the draft soon.
- 2. Investments update
  - a. At Edward Jones, we have seven CDs with maturities ranging from 2 to 48 months (known as a maturity ladder) totaling \$126,000. The average rate is 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. April transaction review
  - a. I have reviewed the invoices for April and all appear reasonable. It seems we expensed our insurance mostly last year. And we will incur income tax on our investment earnings of approximately \$1,400.
- 4. Member dues
  - a. As of the end of April we had three delinquencies, one excused, one recurring, one new.

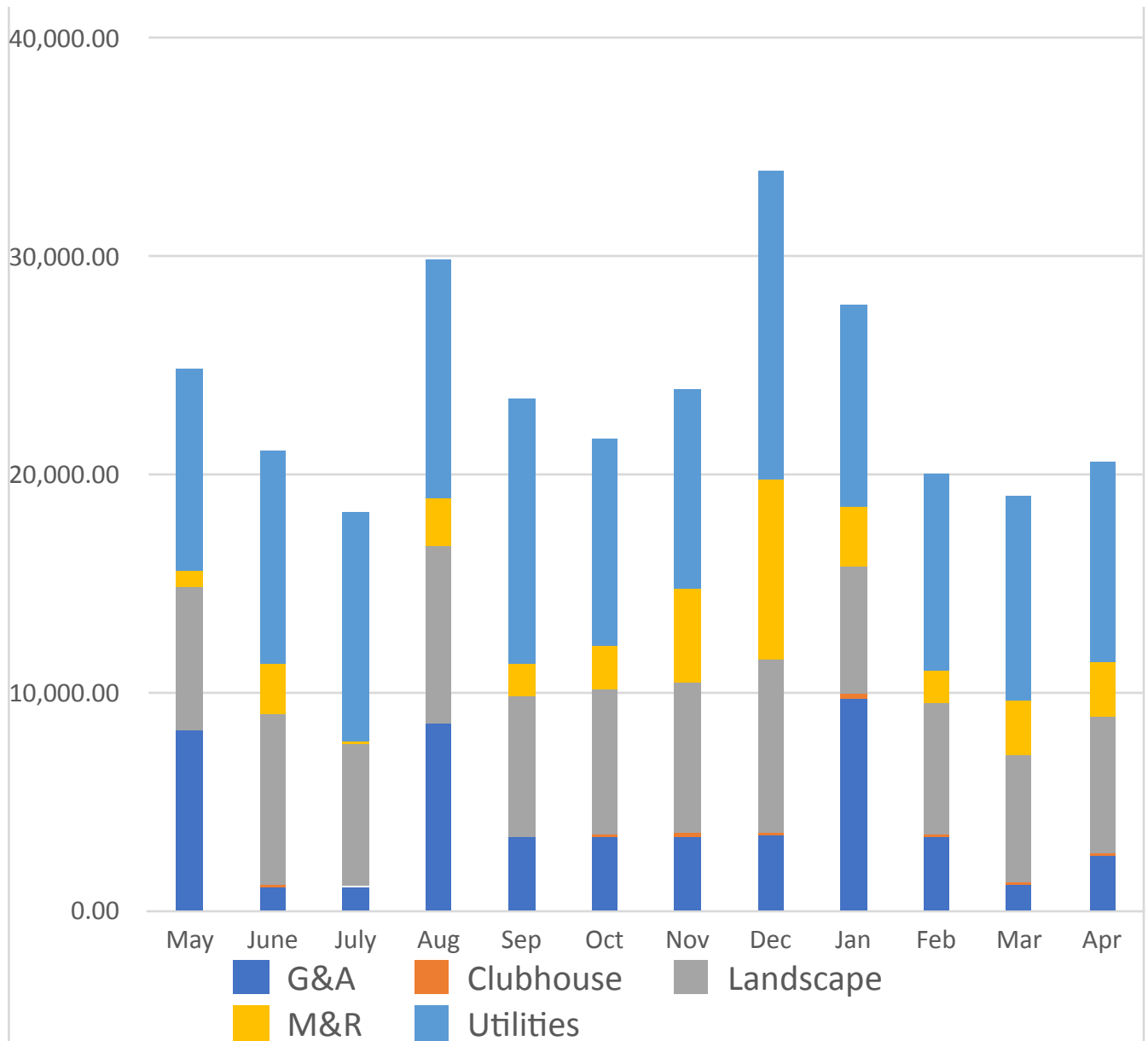
#### Operating Fund Preliminary Financial Report

- 1. Balance Sheet at 4/30/24
  - a. Total assets of \$75,026.98
  - b. Liabilities of \$36,574.98
  - c. Operating Fund Surplus of \$38,452.28
- 2. Revenue and Expense for the 4 months ended 4/30/24
  - a. Revenues of \$100,734.34
  - b. Expenses of \$82,508.58
  - c. Operating net surplus for the year of \$18,225.76

#### Reserve Fund Preliminary Financial Report

- 1. Balance Sheet at 4/30/24
  - a. Total assets of \$269,224.93
  - b. Total reserves of \$269,224.93
- 2. Revenue and Expense for the 4 months ended 4/30/24
  - a. Revenues of \$31,526.63
  - b. Expenses of \$17,672.71

c. Reserve net surplus for the year of \$13,853.92



## 12-Month Operating Expense Trend

6. Property Managers Report: by Rachel Long. There has been a steady flow of work orders, which they are addressing.

## 7. Committee Reports:

### 7.1 Architectural - Linda Sheeks

1. House painting will begin week of May 20. Due to recent rains, the crew is running behind schedule. In addition to house painting, four crawlspace covers and the Clubhouse will be painted.

2. Doug from Country Glass has measured for the (15-17) scheduled window replacements. Awaiting his bid proposal.

3. Sign up sheet for window cleaning by Scrub A Dub is on the counter in the Clubhouse kitchen. Because of scheduling with this company a little later this Spring, they are booked until 1st week of July. If we have a substantial number of residents who sign up this time, and people are pleased with their services, I will arrange for our Association to get on a regular rotational schedule, i.e. May/October. REMINDER this is a service Owners are responsible for paying.

### 7.2 IT - Pete Asprey

1. Zoom setup/management/recording/reminders
2. Post Zoom Recording, Audio and Transcription
3. Publish/distribute agenda/minutes (and other items)
4. Fixed entry problems with clubhouse calendar
5. Apologies for duplicate event allocation
6. Updated & printed clubhouse calendar
7. Updated the mailing lists (Board & Residents)
8. Did Not Print "1 Pagers" Waiting for new resident data

### 7.3 Landscape - Rupert Ayton

Landscape Committee Report

14 May 2024, 10am in the Clubhouse

Committee members present were Rupert Ayton, Charlotte Martin, Sheila Johansen, and Kris Carson. Sid Wanne was a guest. Not attending were Beverly Brownrigg, Donna Collier, Jim Tragesser, and Louann Chapman.

1. The trees in the northwest corner have been beaver-proofed.
2. Drainage for 1224/1222/1220 seems to be cured.
3. Irrigation is turned on and tested. Don has our list of issues from last year but we still seem to have a number of problems that need to be addressed.
4. We have a Redbud planted in back of 1204. Kris has volunteered to water it once a week.
5. Rupert will ask Don about water bags for Dogwoods.
6. Kris has volunteered to call Kent's to ask about a white-tipped deodar cedar to plant behind 1207. We decided to have a "planting" party and plant the tree ourselves.
7. The maple in front of 1256 is slowly dying. Kris will contact an arborist.
8. Sid and Aline Wanne at 1222 lost their new landscaping and are going to replace it with something hardier and have installed a berm.
9. Rhea Ramsey is replacing her dead plants and we are all ok with it.
10. Unit 1203 has two dead butterfly bushes and we will remove the large one along the side and remove the small one in front and replace it with a small Rhododendron.
11. The dead ivy in front of the clubhouse is gone, and we are thinking of putting in a rock garden. We need to verify if the sprinkler works.
12. Don's crew did cut back ivy behind 5079.
13. We have tent caterpillars and will contact Don about removal.
14. We need to plan to remove more dead heather. And plan to remove ivy and Lily of the Valley.
15. What to do about lily of the valley

16. We will review the past landscape survey and start walking the units deciding on plants and mulch for bare spots.
17. We will be checking in to a landscaper for planting shrubs and mulching. We may have a mulch party.
18. Don has still not removed the sickly Alaskan cedar behind Rhea.

#### 7.4 Safety - Donna Collier was absent, so no committee report.

However, there was a discussion about repairing the garage door in Unit 1225 (which was damaged by a caregiver) and about the need to repaint the yellow pseudo speed bumps that encourage people to slow down when driving. This will be addressed when the asphalt is repaired later this year.

#### 7.5 Social - Charlotte Martin

The April 30th tea was well attended. A potluck dinner is being held May 16th. There will be a wine and appetizer Bingo game on June 13th at 6:00 and an afternoon social on June 25th. A number of potential events are still lacking hosts and might need to be cancelled. The Committee urges residents to sign up to host.

#### 8. Unfinished Business - None

#### 9. New Business

##### 9.1 Asphalt repairs - Rupert, Linda and JoAnne are working on this.

10. Announcements - Cherie Thomas reminded people about the new recycling totes; they are not to use the old bins any more. The old bins can be returned to Sanitary Service, or Pete Asprey volunteered to take them. (He has a source in the county who uses them for chicken roosting boxes.)

11. Next Board Meeting Date: Thursday, June 20, 2024.

12. Adjournment - Rupert Ayton moved to adjourn the meeting at 10:52 am.  
JoAnne Wyatt seconded the motion, and it passed.

Meeting adjourned at 10:52 am by Cherie Thomas.  
Minutes Submitted by Vale Hartley, Board Secretary.