

Village at Cordata Northside Condominium Association
Thursday, August 15, 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 (Hosts, Pete Asprey and Jerry Boles), Sylvia Hampson, Judy Hultgren, Patty Liggett, John McBee, Mike McGowan, Stephanie Sarver, Jim Tragesser and Barb Willis.

Property Manager: Rachel Long was absent

1. Call to order: 10:00 AM by Cherie Thomas. She also added two items to the agenda: 9.2 Possibility of subfloor damage to Unit 1243, and 9.3 Suggestion to revisit/update the Rules and Regulations.
2. Roll Call: by Secretary Vale Hartley. All Board members were present.
3. Members Open Forum: There were no member questions or comments.
4. Approval of Board of Directors Meeting Minutes from July 18, 2024:
Rupert Ayton moved to approve the minutes. Motion was seconded by Linda Sheeks. Minutes were approved.
5. Treasurer's Report: Rupert Ayton

Treasurer's August 2024 Report

Treasurer's Activities Report

1. 2023 Audit
 - a. Still waiting to receive the report.
2. 2024 Reserve Study
 - a. Study was received last month.
3. Investments update
 - a. At Edward Jones, we had 6 CDs with maturities ranging from 10 to 59 months (known as a maturity ladder) totaling \$118,000. The average rate was 3.216%.

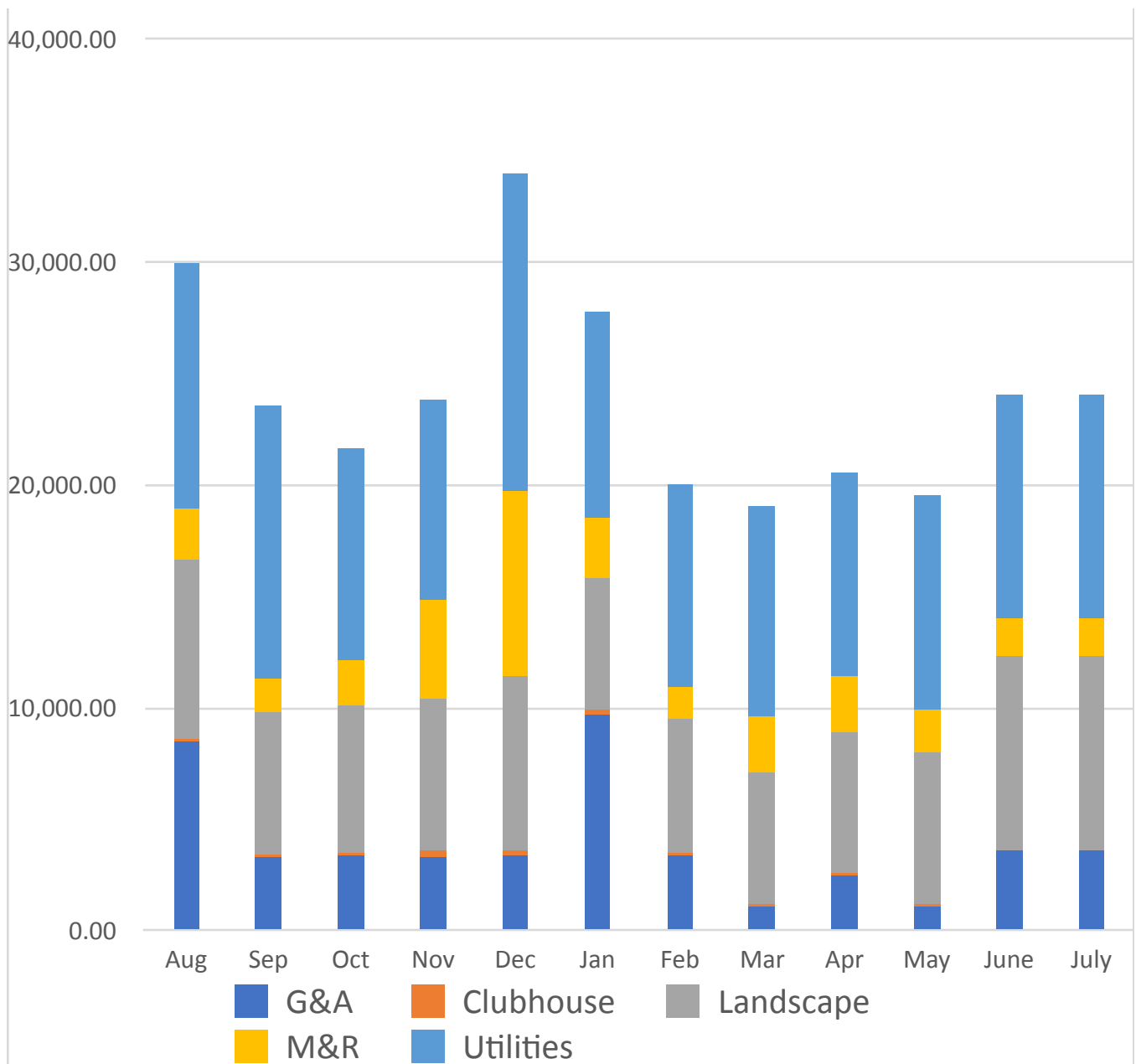
- We also had \$13,775.35 in a money market account earning 1%. This week I purchased 3 CDs totaling \$13,000 with maturities from 2 to 4 years
- b. We have \$10,000 in a Treasury Direct account with a current yield of 3.94% and accrued interest of \$1,040.
- 4. July transaction review
 - a. I have reviewed the invoices for July and all appear reasonable. The financial include a \$12,000 inter-account entry which I have asked David Long to explain.
 - 5. Member dues
 - a. As of the end of July we had our usual delinquency totaling \$75, which comprised unpaid late fees.

Operating Fund Financial Report adjusted for July landscape invoice

- 1. Balance Sheet at 7/31/24
 - a. Total assets of \$72,594.16
 - b. Liabilities of \$36,781.42
 - c. Operating Fund Surplus of \$35,812.74
- 2. Revenue and Expense for the 7 months ended 7/31/24
 - a. Revenues of \$25,180.00
 - b. Expenses of \$22,613.38
 - c. Operating net surplus for the year of \$2,566.62

Reserve Fund Financial Report

- 1. Balance Sheet at 7/31/24
 - a. Total assets of \$253,331.93
 - b. Total reserves of \$253,331.93
- 2. Revenue and Expense for the 7 months ended 7/31/24
 - a. Revenues of \$55,208.48
 - b. Expenses of \$57,247.56
 - c. Reserve net deficit for the year of \$<2,039.48>



12-Month Operating Expense Trend

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

7. Committee Reports:

7.1 Architectural - Linda Sheeks

1. Replacement windows are expected to arrive this week. Doug might start installing next week. If not, then the week of August 26.

2. Eight burned out garage lights have been replaced so far this month. Thanks to Ron Roberts for his assistance.

3. Working with Scrub-a-Dub to organize a schedule for window washing in October and in May.

7.2 IT - Pete Asprey

1. Zoom setup/management/recording/reminders (Jerry)
2. Post Zoom Recording, Audio and Transcription (Jerry)
3. Publish/distribute agenda/minutes (and other items)
4. Posted July Board minutes to website

7.3 Landscape - Rupert Ayton

Landscape Committee Report
13 August 2024, 10am in the Clubhouse

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

1. The mulch party on July 23rd was a great success. Thank you everyone who participated. But we still have more bare spots to mulch so we may hold another party in November. Volunteers are appreciated. We have lots of buckets! We do need to leave a gap around tree bases.
2. The rock garden is wonderful. Thank you to all who participated.
3. A Rhododendron was planted at 1205.
4. Pruning was done between Larry's and Earl's houses
5. Rhododendron by 1203 was inspected and will be cut back in late fall.
6. We won't put coppercide on the sickly Dogwoods until winter per Custom Cut
7. Two more water hoses were purchased for watering and are stored in the closet outside the clubhouse
8. The Maple at 1256 and the Arbor Vitae at 1252 will be cut down and stump ground by Tim Davis in late fall. Also need to cut down a dead burning bush at 1231. And we will check on having the stump ground by 1212.
9. Still waiting on Custom Cut regarding Mugo pine removal at 1220 and planting a Euonymus shrub. Rupert will follow up, again.
10. Weeds along Stuart were weed-whacked but have grown back.
11. We still need pruning of Rhodie at 1256, the bush under the window of 1214, and a bush at 5073; plus pruning maple between 1212 and 1214. Rupert will follow up, again.
12. We discussed what to do about the dead grass areas in the center common area. Perhaps we will dig it up and plant a low spreading shrub like a Mugo pine. And a

1212/1214 we may put bark down. We may contact an expert regarding the spore killing the grass.

13. We need to plan a dead heather work party.

14. At 1212 we need to pull up volunteers

15. We have dead/dying bushes either side of the drive to deal with. No plan yet for dead bush on Festival.

16. We need volunteers to fill in for Kris and Bob Carson on tree watering while they are gone until November.

Rupert also announced that the committee is making a list of stumps to be ground at a future date. Any resident who has a stump near their unit should report it to Rupert.

7.4 Safety - Donna Collier was absent.

1. Rupert commented on the careless driving behavior exhibited by real estate agents visiting Unit 1243 for an open house. JoAnne Wyatt said she would talk to them about it. Vale Hartley suggested she ask them to write a note of apology, since this is a community for seniors and there are often people walking the street. JoAnne said she would work on it.

2. Some people were interested in the idea of installing speed bumps, but Pete Asprey pointed out that they are hard to negotiate for people in wheelchairs, walkers and scooters, and on bicycles. JoAnne Wyatt mentioned the idea of repainting our current yellow "fake" speed bumps, but no decision was made.

7.5 Social - Patty Liggett

1. The Board barbecue was great success. The Board asked Secretary, Vale Hartley, to write thank you notes to Carl Grant and Ron Roberts for filling in as "Grill Masters" in the absence of a Board member willing/able to do it.

2. There will be a Root Beer Float Party on Tuesday, August 22 at 2:00 pm. It will be hosted by Charlotte Martin and Judy Hultgren.

8. Unfinished Business - None.

9. New Business - Cherie Thomas

9.1 Formal recognition of Board approval of an estate sale in Unit 1243, held August 10 and 11 - The estate sale was expedited due to a need for the resident to quickly transition to other housing. The vote was taken via email and was unanimous.

9.2 Possibility of subfloor damage in Unit 1243 due to pet urine - Rupert wondered whether or not the Association is responsible for damage to the (common element portion

of the) unit flooring when the unit is sold. After some discussion of the matter, JoAnne Wyatt made a motion to write a letter to the unit owner stating that they will be responsible for any pet damage to structural elements within VACNCA property. Rupert Ayton seconded the motion. It passed.

9.3 Revisiting the Rules and Regulations - Cherie Thomas suggested that the Board review this document to see if it needs more "teeth" with regard to non-compliant behavior. She asked Jody McBee, Rules and Regulations Committee chairperson, to convene a meeting of the committee. The purpose would be to consider this topic as well as to review the Rules to see if any updates need to be made.

10. Announcements - None

11. Next Board Meeting Date: Thursday, September 19, 2024

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

Meeting adjourned at 10:38 am by Cherie Thomas.

Minutes Submitted by Vale Hartley, Board Secretary.