

**COURTYARD HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES
TUESDAY APRIL 19, 2016
6:30 p.m.
OFFICE BLDG. @ Courtyard Dr. & NSIC**

- I. Call to Order: Leslie called the meeting to order. All board members were present except Doug and Cathleen. Marilyn Childress, Association Manager for Goodwin Management, was also present.
- II. Approval of March 15, 2015 meeting minutes: Waneen moved to accept the minutes as presented. Paul made a second to the motion and all voted to approve the minutes.
- III. Committee Reports
 - A. ECC: Diana handed in a report that recapped 2015 and year to date for 2016.
 - B. Community Park – play scape area repairs and new benches: The Spring Park Clean Up was held on March 19th. Volunteers raked leaves in preparation for the next weeks Easter Egg hunt and planted milkweed seeds to feed monarch butterflies during their migration. New benches were discussed and Terry will pursue and get a price for 2+ benches. The bushes around the kayak rack and the Wright's need to be trimmed and cleaned up. Several large boulders and rocks used to line the Park road need to be put back in place. The chain at the far end of the parking lot needs to be reset and the opening made wider. Moss Monster has finished the pond debris clean up under budget.
 - C. Landscape /Decorating: Leslie requested clarification of common areas on schedule for regular maintenance by Keith Sexton's crew.
 - D. Security: The gate code will change on Monday June 6. Leslie will prepare the notification letter
 - E. Welcome: Denise Hogan has agreed to serve as the chair of the Welcome Committee.
 - F. Social: Joany reported that the Easter Egg hunt was again a great success. There are still no volunteers for July 4th. Preparations for the annual area wide Garage Sale are under way.
 - G. Communications: Nothing new to report. A co-editor for the *Caller* is still needed.
 - H. Compliance: Some exposed cable has been taken care of in Courtyard Cove and trash complaints are being worked on. An unapproved hot tub and extensive backyard work being done without ECC approval at 5314 Scout Island Circle South is still under investigation.
 - I. Kayak: Waneen advised they are in the process of changing the Tait's Rack renewal process so that payment for leases in addition to insurance verification will be transferred to Goodwin Management. The process has not been completely worked out, and will have to be integrated into the planned budget reorganization. All Tait's Rack spaces are filled.
 - J. Fire Safety & Prevention: No report

V. Financial: As of 3/31/16 we had about 125.6K in the bank. As of 4/14/16 we had 16 delinquent HOA fees, 5 fully, 1 partial, 10 fees only.

VI. New Business

- A. Electronic voting: We have been contacted by HOA Now. No decision was made. Marilyn will check with GMI on the feasibility.
- B. New gate code: Planned for June 6
- C. Late fee waivers: After discussion, the board voted not to waive late fees and certified mail fees.
- D. Property information link for realtors and buyers: Leslie and Diana will work together to write information for prospective buyers. Leslie will send out the letter for review.

VII. Old Business

- A. Commercial signs on 360 - ongoing
- B. Additional Park Security - pending

VIII. Set next meeting date – May 17, 2016

IX. Adjournment: Jim moved to adjourn and after a second from Leslie and approval from all, the meeting was adjourned.

Approved: *Ressie Craven* Date: 5/17/16

or
Approved as Corrected: _____ Date: _____