

## COURTYARD HOMEOWNERS ASSOCIATION

### BOARD MEETING MINUTES

Tuesday, July 18, 2023, 6:30 PM

Location: Atrium Office building lobby, 5910 Courtyard Drive, Austin TX 78731

Attendance: Board quorum established – Konavis Smith, Charles Crooks, Waneen Spirduso, Henry Mistrot, and Stu Hare were present. Kristi Estes, Community Manager for Goodwin Management, was also present. Meredith Massey-Kloetzer was medically unable to attend.

- I. Call to Order  
Konavis called the meeting to order at 6:34PM. Charles moved to approve, Henry seconded, and the motion was approved.
- II. Approval of Prior Board Meeting Minutes  
Charles moved to accept the minutes from the June 20, 2023 meeting, Henry seconded, and the minutes were unanimously approved.
- III. Committee Reports
  - A. Environmental Control: Diana Apgar, Chair. Submitted a written report, but indicated at the meeting that she and Kristi needed to discuss the deposit process used by Goodwin.
  - B. Community Park: Terry Edwards, Chair, was not in attendance but submitted a written report which includes the schedule for the usual Fall Clean Up at the Park.
  - C. Landscape /Decorating: Ed Ueckert reported that the committee replaced three sick knockout roses and also increased watering on all irrigation systems.
  - D. Security: Charles Crooks reported that things have been relatively quiet in the neighborhood. At the end of June (6/19) someone broke into a Chevy truck and stole a hunting knife and went through a suitcase. Glass was not broken during the incident.
  - E. Welcome: Erik Maye reported that new members to the community were mailed the “welcome to the Courtyard” materials that are provided to newcomers.
  - F. Social Committee: Joany Price, Chair, was not present, but her written report indicated that the 4<sup>th</sup> of July picnic was a hit with over 200 participants. The Halloween Boo Fest will be the last community event of the year.
  - G. Communications: Meredith, Board Delegate, was not present. But Charles indicated that she continues to work on a single communication platform to relay information to residents. Kristi has sent her an owner list with contact information for committee members to compare with what they have on file.
  - H. Compliance: Janet Wright, Chair. Two Drive-Throughs have been completed and this process seems to be going more smoothly. Several addresses continue to have dead tree limb and brush piles in front of their homes. The owners need to be reminded that the City is no longer picking these piles up and it is their

responsibility to remove them.

- I. Kayak Committee: Jim Vence, Chair, indicated that he is working toward eliminating the current manual process of renewing contracts via personal checks and initiating a direct payment process to the member's ledger that exists with Goodwin Management. The committee is working toward some policy that will ensure that owners use their kayaks more frequently. Finally, the Kayak event at our 4<sup>th</sup> of July party was a success, with 27 members going out for a kayak ride.
  - J. Fire Safety & Prevention: Richard Stelzer, Chair. The committee was pleased with the response they received from members at their 4<sup>th</sup> of July Picnic booth showcasing their Firewise information and their opportunity to elicit voluntary Home Ignition Zone Evaluations. The children who came by were enthusiastic about the Yo-Yos, Smoke Bear reflectors and pencils.
  - K. Area Development & Governmental Liaison: Denise Hogan was not present. No report, but she continues to send breaking news to the CHOA board members from the ADGL meetings she attends.
  - L. Boat Storage & Launch Area. Meredith, Chair, was not present. Frank and Charles reported that, per Meredith's request, they repainted the boat parking space numbers due to most of the numbers fading way over time.
- IV. Financial: Stu has experimented with the new process for submitting invoices and check requests to be paid and will see if it works as planned. If so, he will print the processes to distribute. Also, he plans to have an update on delinquent accounts/process next month.
- V. Old Business:  
A. No Old Business
- VI. New Business  
A. No New Business
- Member Questions/Comments were expressed.
- VII. Next Board Meeting: August 15, 2023 at 6:30PM.
- VIII. Adjournment: Konavis moved to adjourn at 7:15pm, Waneen seconded. All were in favor and the meeting adjourned.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_