

**COURTYARD HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES**  
**TUESDAY, May 16, 2023, 6:30 PM**

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

- I. Call to Order: Charles Crooks, Waneen Spirduso, Meredith Massey-Kloetzer, Henry Mistrot, and Stu Hare were present. Konavis Smith was absent. The Community Manager for Goodwin Management was also present.
- II. Vice President Charles Crooks called the meeting to order at 6:33pm. Approval of April 18, 2023 meeting minutes: Henry moved to accept the April 18<sup>th</sup> minutes, Meredith seconded the motion. All voted to accept the minutes.
- III. Boat Storage Fee. The Board voted **by email** to increase the boat storage fee from \$425/year to \$500/year. The fee change was unanimously approved.
- IV. Committee Reports
  - A. Environmental Control: Diana Apgar, Chair, **indicated that** she needs to receive **a)** copies of the deposit forms and checks upon receipt, **and b)** approval letters requiring deposits **so that she can** approve reimbursement for construction deposits before those can be processed. Some ways to resolve these issues were discussed.
  - B. Community Park: Terry Edwards, Chair. Proposals are being reviewed for various maintenance options and potential upgrades with the recently serviced gate system.
  - C. Landscape /Decorating: Ed Ueckert, Chair. The Common Areas are looking good and the committee is making progress on various stages of continued cleanup.
  - D. Security: Charles Crooks, Chair. A kayak was stolen from the Boat Dock Condos rack recently. The cable locks were cut but there was no other damage. There were no witnesses, but a police report was **filed**.
  - E. Welcome: Erik Maye, Chair **was absent but submitted a written report indicating no** updates **and no** new owner information for the first part of 2023.
  - F. Social: Joany Price, Chair. **The** Spring Fling and the Garage Sale were well attended and were advertised on three social media sites. The Garage Sale was advertised in the *Austin American Statesman*, which enhanced the attendance. Arrangements have been made for the 4<sup>th</sup> of July picnic and it is now time to start encouraging Courtyard members to volunteer for various jobs starting at 8:30am for set up to clean up duties around 1:00pm.

- G. Communications: Meredith-Massey Kloetzer, Chair, reported no new information is available at this time.
  - H. Compliance: Janet Wright, Konavis, and Kristi, the Courtyard Manager, plan a ride throughout the neighborhood later in May to be sure that everyone is on the same page about expectations for violation notices.
  - I. Kayak: Jim Vence, Chair. The terrace steps landscape repair will be deferred. Lease renewal contracts have been prepared and are waiting for board approval. The David Tait Plaque has been beautifully refinished by Fred Wahler, former Chair of the Kayak Committee. The Tait's Rack Cleanup Day has been postponed. A call for volunteers to help with the Kayak Event on July 4<sup>th</sup> has been emailed to rack members.
  - J. Fire Safety & Prevention: Richard Stelzner, Chair, reported no updates for us, other than the Firewise leader in Austin has stepped down. May is fire safety month. The first meeting to restructure the program was held last month. There have been no alerts currently because it has been wet.
  - K. Area Development & Governmental Liaison: Denise, the chair, provided a written report, but was not in attendance.
  - L. Boat Storage & Launch Area. On May 5, 2023, CHOA Board of Directors voted unanimously via email to raise the yearly lease from the current rate of \$425.00 per year to the new rate of \$500.00 per year. This is a 17.6% increase. The reason for the increase is to reflect the value of the amenity in the current real estate market, to offset some of the cost of the recent improvements to maintenance and security in the area, and to account for general economic inflation since the last price adjustment. Meredith is still working on our claim for permanent repair for the damage caused by the City of Austin Water Operations when it was relocating a fire hydrant.
- V. Financial: Stu Hare is working with Kristi to establish a good process for reviewing financials and is learning how to use the system to pull reports and review historical data.
- VI. Old Business:  
A. No old business

VII. New Business:  
A. No new business

VIII. Adjournment: Meredith moved to adjourn, Henry seconded, and after approval from the Board the meeting was adjourned at 7:30pm.

IX. Next Board Meeting is Tuesday, June 20<sup>th</sup>, 6:30 – 8:00pm.

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