The Courtyards at Quail Lake Homeowners Association, Inc.

Annual Meeting Minutes
October 21st, 2025

The meeting was held in person at Stratmoor Hills United Church. The meeting was called to order at 1730hrs.

HOA Members present at the meeting were:

Jim Stroman	President
Ryan Paradise	Vice President
Doug Martin	Treasurer
Phill Watts	Secretary
MichelleMarie Kinney	At Large
Kerry Cantrell	(Interim) Property Manager (PM)

Correction to the minutes from the 2024 Annual Meeting:
- 5th Paragraph, remove parenthesis and replace with a colon (:)The minutes were approved as amended.

Owners-Open Forum / Hearings:
- Discussed Insurance and coverages.
- Hanging Flag on Flagpole

President's Report:
- Informed owners of departure of previous PM (Derek Patterson). Interim PM, Kerry Cantrell was introduced.
- Reviewed large projects that were signed and approved pending the completion of work by contractors.
    - Concrete
    - Drainage
    - Stucco
- Proxy for Landscape Committee Chair, Ema Lou Browning, for informing owners on picking up pet waste.
- Informed owners of precautions of plumbing work being done on internal water heaters and the precaution to be taken for water heater work done by private companies.
- Parking Permits.
- Updating covenants/by-laws are still in progress. Will need voting by owners but not time sensitive at the moment.
- 2026 Budget was approved at the board meeting in September.

Treasurer's Report:
- Reviewed budget with owners.
    - Covered reserves and all current/open CDs
    - Continuing shopping for best rates with financial institutions
    - Covered insurance and projected costs + savings that will go into current reserves
    - Covered expenses
        - Under budget for landscaping and irrigation

- Under budget for maintenance (~5k)
- Reserve Expenses
    - Reason for SA (special assessment)
    - Spent 57k from reserves; supporting cause for SA
    - Dues will increase to $240.34 in order to maintain reserves and battle insurance costs and balance reserves
- Covered 6.5% increase on CSU costs (water & electricity) every year for the next five years
- 37K reserves contribution budgeted for 2026

Secretary's Report:
- Informed owners on the volunteer work by Treasurer, Secretary, and an owner on hanging up flyers for Special Assessment (SA).

Landscaping Committee Report:
Notes given to President (Jim Stroman).

Manager's Report:
None.

Compliance Review Report:
No notices were reviewed.

Old Business:
None.

New Business:
Voting on board position opening . There was not a quorum of property owners present to conduct a vote. The board unanimously voted in favor of appointing Jim Stroman to the open board position for a three-year term.
- 1815hrs an official vote was started for the SA of $400 per unit.
    - 1817hrs vote was completed. With Proxies and in person votes, the vote was PASSED supporting the SA.
    - 37 YAY. 10 NAY.

There being no further business, the meeting was adjourned at 1825hrs.

Phill C. Watts
Secretary