

# **The Courtyards at Quail Lake Homeowners Association, Inc.**

## **Board Meeting Minutes**

**April 20, 2021**

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The Board of Directors meeting was held at the Stratmoor Hills United Methodist Church. The meeting was called to order at 5:30 p.m. Present at the meeting were:

Jim Stroman	President
Steve Mosher	Secretary
Janet Marletto	Treasurer
Derek Patterson	Property Manager

COVID-19 Social distancing guidelines and masks were being observed.

### **Owners Forum / Hearings:**

No members were present. There were no Hearings.

### **Secretary's Report:**

The October 2020 Annual meeting minutes were reviewed with no changes being made.

### **President's Report:**

Mr. Stroman provided updates on numerous topics (information on recent deaths of 4 residents, current home sale prices, theft activity, streetlight updating, and graffiti).

### **Landscaping Report:**

Mr. Mosher stated ULS would be activating the irrigation system soon, and then an inspection will be conducted.

### **Treasurer's Report:**

The March 31<sup>st</sup> finances were reviewed. The Association was \$6,656.00 under budget for the year. The Income and Expense Comparative Statement and History of Checks report were reviewed.

The Aged Receivables report was reviewed.

There are small balances in two banks that should be closed out due to inactivity; Chase Bank and UBS. It was agreed to close both accounts.

### **Manager's Report:**

The 2021 Project List was reviewed, which included an updated bid for this year's concrete work (garage courtyard areas for Building 1 and Building 4). After review and discussion, a motion was made to approve the bid, which carried 3-0.

It was noted that the fire lane red paint needs touch-up work, and the HOA will reimburse Mr. Stroman for 3 gallons of the paint.

### **Old / New Business:**

There was a discussion on the annual picnic. Catering companies and menu options are being investigated. The date will be August 21, 2021. Door prizes will be offered.

A draft newsletter was reviewed, which will be released in May.

There was continued discussion on implementing a new Flags and Banners rule (2-pages). After review and discussion, a motion was made to approve the rule, which carried 3-0. It was noted the newly established flag mounting area would be on the right upright stucco column (at the front entry door) about 5' up in the stucco.

The updated Parking Permit List was reviewed. More permits will be ordered.

The water loss at Unit 3315 Apogee View was reviewed, noting the owner was assisted by Mr. Patterson and Mr. O'Donnell (insurance agent) in getting Next Insurance to respond and finalize the claim/project. The HOA had the suppression system repaired, and the carrier reimbursed the fee.

Mr. Patterson briefed the Board on a recent fall incident where the person stated they tripped on an uneven section of sidewalk. The area was identified and is being corrected.

There being no further business, the meeting was adjourned at 6:45 p.m.



Derek Patterson  
Property Manager

