

The Courtyards at Quail Lake Homeowners Association, Inc.

Board Meeting Minutes July 14, 2026

The meeting was held in a Community Zoom Conference Room online. The meeting was called to order at 1730hrs. All HOA Board members are present plus the Property Manager.

Resident(s) Present: Elizabeth Brown, 3262 Atrium Point

Doug Martin	President	Present
MichelleMarie Kinney	Vice President	Present
Phill Watts	Secretary	Present
Ryan Paradise	Treasurer	Present
Kerry Cantrell	Property Manager	Present

MINUTES

- April 14, 2026 – not included in board meeting packet; will be reviewed during the August board meeting
- June 9, 2026 – not available

OFFICER & COMMITTEE REPORTS

PRESIDENTS REPOR

- Community Cleanup day, 13JUN, was a success
- Crack seal & gutter work completed by Seal Coat Solutions on June 29
- Fire lanes and curbs power washed and repainted on July 7-8
- Fidelity crime insurance coverage increased to \$375,000 to meet the requirements in the HOA's Declaration of Covenants
- HOA insurance policy - RowCal is soliciting proposal; term in new policy will change from July to July to September to September

VICE PRESIDENTS REPORT

- Met with rain gutter contractor. Looked at several buildings assessing gutter conditions. No word back with proposals/costs

SECRETARYS REPORT

- Will resend the minutes from the board meeting on June 9, 2026.

TREASURERS REPORT

- Financials were reviewed.
- Two CDs will mature in the next three weeks. Plans to move funds around to new CDs.

MANAGER'S REPORT

- Last inspection completed on 22JUN2026. No violations.
- Several work orders received
- Outdoor grills were removed from around the property

PROJECT LIST

- Reviewed 2026 Project List
- No comments or new projects to add list

OLD BUSINESS

- Additional Pet Request – 1464 Courtyard Hts.
 - o The board discussed the homeowner's request to bring a third pet in her unit. The Declaration of Covenants allow a maximum of two pets per unit. Kerry will notify the homeowner that their request was denied as per the Section 7.4 of the Declaration of Covenants.
- Unit Foundation Cracks/Repairs
 - o 1673 Courtyard Heights - Michelle Marie motioned that the Property Manager contact Groundworks for a proposal, Ryan seconded - motion carried unanimously.
 - o 3254 Apogee View - Doug motioned that the Property Manager contact Groundworks for a proposal, Michelle Marie seconded - motion carried unanimously.

NEW BUSINESS

- ACC Request from 1464 Courtyard Hts. to replace their door handle/door lock. Doug motioned to approve, Ryan seconded – motion carried unanimously.
- Concrete replacement proposals for Bldg. 10: Doug motioned to approve the proposal from Greigo for \$10,190, Michelle Marie seconded – motion carried unanimously

OWNER'S FORUM / HEARINGS

- Elizabeth shared that there is a drainage issue near her unit and stated that flooding on sidewalk and crack on patio has gotten visibly worse. Doug requested that Groundworks assess this area during their inspection of 1673 Courtyard Height and 3254 Apogee View

The next meeting will be on Aug 11, 2026, at 1730hrs, Zoom Meeting.

There being no further business, the meeting was adjourned at 1839hrs.

P.C. Watts

Phill C. Watts

Secretary