

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

Board of Directors  
Board Meeting Minutes  
April 18, 2023

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The Board of Directors meeting was held at the Stratmoor Hills Methodist Church. The meeting was called to order at 5:34 p.m.

Present at the meeting were:

Jim Stroman	President
Steve Mosher	Secretary
Jon Felder	Treasurer
Derek Patterson	Property Manager

## **Owners Forum / Hearings:**

There were no Hearings and no comments from the members. The floor was opened for general discussion on transitioning from Z&R to RowCal.

## **Secretary's Report:**

The September '22 Board meeting minutes were approved as submitted, and the October '22 Annual Meeting minutes were reviewed with no changes.

ATWAM: an email vote was taken to approve a roof repair bid which carried 3-0 in favor, taken on November 29, 2022.

## **President's Report:**

Mr. Stroman discussed the yearly picnic event.

## **Landscaping Report:**

Mr. Mosher discussed the contracts from ULS for numerous Common Area improvements. Some new irrigation work is needed, and a bid is being sought.

## **Treasurer's Report:**

The December 31<sup>st</sup> year-end finances were reviewed. The March 31<sup>st</sup> finances were reviewed to include the Income Statement and Cash Disbursement report. Total Assets of \$314,963.41 with \$284,167.73 in Reserves.

It was noted there are some charts of account issues to be corrected, which will amend the March finances. A question-and-answer period followed.

The Aged Receivables report was reviewed (4 homes in Collections).

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

The 2023 Project List was reviewed.

The insurance claim and restoration work for 3206 Atrium Point was reviewed. It was noted that the outside water shut-off valve was stuck and repaired. Upon turning on the water, additional leaks were discovered inside the crawlspace.

Six (6) bids from ULS were reviewed for numerous Common Area improvements. All bids were approved as submitted, and the funding sources were noted.

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

There was a discussion on FHA Certification for the community. Four (4) home sales using FHA lending in the last 10 years were noted. Mr. Felder discussed possible buyer options to obtain spot approval with FHA. Due to the initial cost and re-certification fees, it was agreed not to pursue obtaining this certification.

Bids were reviewed for this year's Tree health care (chemical) program. A motion was made to approve the bid from Timberline Landscaping, which carried 3-0 in favor.

It was noted there was a structural issue noted for 3254 Atrium Point found during a home sale inspection. RMG Engineering will be sent to investigate and provide a repair plan if necessary.

Mr. Stroman is working on a bid to replace all 90 common yard light fixtures, as many have been vandalized and replacement parts cannot be sourced. Once the project cost is finalized, it will be a reserve expense.

There being no further business, the meeting was adjourned at 6:35 p.m.



Derek Patterson  
Property Manager