

The Courtyards at Quail Lake Homeowners Association, Inc.

Board of Directors
Board Meeting Minutes
August 15, 2023

The Board of Directors meeting was held by telecommunications (Zoom). The meeting was called to order at 5:30 p.m.

Present at the meeting were:

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

Before the meeting, a meeting packet was emailed to the Board, and the Zoom link was emailed to the community.

The Board meeting was provided by telecommunication (Zoom), and one resident was present.

Owners Forum / Hearings:

There were no Hearings and no requests for the Board.

Secretary's Report:

The July Board meeting minutes were approved as submitted.

President's Report:

It was noted that the common area light pole fixtures are being replaced and look great.

Landscaping Report:

Mr. Mosher discussed projects ULS recently completed and stated they might change the mowing day from Wednesday to Thursday. The retaining wall bid for Building 1 was put on hold for consideration next year.

Treasurer's Report:

Mr. Felder and Mr. Patterson presented the finance report. The Balance Sheet, Income Statement, and Cash Disbursement reports were reviewed for July 31st. Total Cash assets: \$17,692.94 and Total Reserves: \$271,810.93. The Security Savings FCU Reserve account was closed, and those funds were deposited into the South State Reserve fund and a question-and-answer period followed.

The Aged Receivables report was reviewed (\$4.5k).

Manager's Report:

The 2023 Project List was reviewed.

The restoration work for 3206 Atrium Point is continuing and is anticipated to be completed by the second week of September.

The RowCal Service Addendum released on June 2nd is still open pending a meeting with Jason Stephenson. Mr. Patterson reviewed the process to see if the Association accepts the fee structure and agrees to pass those fees onto each owner. It was noted that for any issues that arise until this matter is addressed, a violation notice will be emailed to the owner and not put into the Cinc system.

Old / New Business:

Mr. Patterson and Mr. Felder reviewed the draft 2024 Budget, which provided increase options from 5% to 9.1%, as the 2022 CPI is 9.1. Numerous line items were reviewed with explanations for either increases or decreases. The primary increase is for insurance, which went up \$37k from the budget amount upon renewal. It was noted the Board could possibly increase the dues by up to 25% for a given year for a shortage in the budget. Discussion followed, and it was agreed to obtain a legal opinion on the governing documents to verify if Section 4.6 can be considered. It was agreed to increase the dues by \$14.00 and continue obtaining other bids for insurance. Discussion followed with a question-and-answer period from the membership. A motion was made to approve 9.1% or \$14 monthly, which still left a shortage of \$9k or \$6/month, so the proposed dues would be \$174.00. The motion carried 2-0 in favor.

Bids for trash removal were reviewed, and it was agreed to stay with Republic Services.

The upcoming Annual Meeting was discussed, and Mr. Mosher stated he would not run for another term.

The final budget review and approval will be at the September meeting. The Annual Meeting is set for October 17th.

There being no further business, the meeting was adjourned at 6:23 p.m.



Derek Patterson
Property Manager