

The Courtyards at The Links HOA Executive Board
Meeting Minutes

January 17, 2017

Present: Bud Vance, Karen Landry and Tom Fischer

Next meeting: Tuesday Feb 21st, 2017, 2:00 PM

I. Discussion

The meeting was convened at 2:25 PM at the Community Center library. The purpose of the meeting was to discuss pending actions and issues, budget update and conduct normal business.

II. Actions

1. Discussed Courtyards street lighting and updated list of light outages provided. Electrician is scheduled to repair remaining problems on Jan. 21st, weather permitting. Experimental use of LED bulbs in re-wired lights continues under observation.
2. Discussed complaints received relating to parking issue on S. Chamberlain Ct. Issue pertains to vehicles being parked alongside the island in center of court which could impede smooth traffic flow and partial interference of unimpeded access to a neighbor's driveway. Involved parties have been contacted and as of this writing, the issue appears to have been resolved.
3. Updated status of potential cable TV matter involving Comcast subscribers within the Courtyards. Comcast representatives had made a presentation at the Master Association meeting last November which addressed the possibility of switching cable service from the current Comcast Carroll County MD provider to the Harrisburg, PA provider. This would cause loss of access to the Baltimore/Washington DC area channels by substituting with only PA area channels. The presentation was met with a substantial contentious response from many residents. Subsequent contact with Comcast Corporate level representatives detailed community concerns. Presently, Comcast has not made any decisions and the proposal presented at the master Assn. meeting is being held in abeyance. We will continue to monitor and consider appropriate actions of recourse if necessary.
4. Discussed plans for upcoming "Last Friday" social event planned for January 27th in the Community Center. Tom and Sal Ferlisi are coordinating.
5. Discussed status of potential volunteers willing to serve on the Architectural Review Committee (ARC) to replace recently resigned members. One volunteer has been identified and agreed to serve. The process will continue until the ARC is fully staffed.
6. Discussed the signing of the Lawn Care with Brightview, who won the competitive process for Lawn Care throughout the Links. This contract includes all Links HOAs, each HOA paying for services in their areas and will be performed with the same statement of work and to the same standard throughout the Links. Bud will get out an e-mail to CY residents this week with an overview. One area of the contract that changes is Clubhouse

Drive will be under the MA contract with the developer paying half of the cost of services for that area and the flower beds at the entrances. Previously, that work was under the CY contract with reimbursement by both the MA and developer. Brightview has offered to meet with our homeowners in a "kick-of" meeting in the early spring.

7. Provided update of two pending contracts for Curbside Trash Pick-up and an all-inclusive contract at a fixed price for sprinkling and sprinkler repair. Both contracts have been submitted by Links, LLC to the HOA Boards for their concurrence; comments provided back to Links, LLC and once we receive their review, they will be submitted to our lawyer for legal review. We anticipate final approval and signature during FEB.
8. There appears to be two large white pines on the north side of Mason Dixon that have died. We will await spring and verify they are dead, if dead, we will have them removed.
9. The Developer is working with the Township on "due outs" to the CY as part of the Township's approval of the Planned Golf Course Community, including finalizing Chamberlain Court, completion of required lighting, landscaping, screening, drainage issues, etc. The CY Executive Board will be working closely with both the Developer and the Township on this issue.
10. There is a problem with the lack of protection of the electrical boxes on the Construction Entrance to Chamberlain Ct just behind the Anderson's home. Bud will coordinate with the Developer to get a fix to that issue.
11. Agreed to purchase \$100k worth of CDs at best rate available as follows:
 - a. 5 year \$50k
 - b. 4 year \$20k
 - c. 3 year \$10k
 - d. 2 year \$10k
 - e. 1 year \$10k
12. Agreed to remove Tom as a signatory from the Capitol One account. Bud, Karen and Dennis will be the only signatories on the account.
13. Reviewed spreadsheet that reflected developers pro rata cost of CY HOA expenses. Spreadsheet was approved.
14. Discussed Profit and Loss Statement prepared for distribution to homeowners. New format shows 2015 and 2016 actuals. The spreadsheet also includes 2017 budget with updated contract amounts for lawn, sprinkler and trash pickup. Several line items were condensed to streamline statement. Statement was approved for distribution.
15. Reviewed delinquent HOA fee payments. Delinquencies are diminishing.
16. Agreed that homeowners with a positive or negative HOA balance on 30 June or 31 December will be provided invoices alerting them to the discrepancy.
17. Discussed contacting Long Fence Company to get an estimate of a possible dog park by the tennis courts.

The meeting was adjourned at 4:30 PM