

## The Courtyards at The Links HOA Executive Board

### Meeting Minutes

*March 2, 2018*

*Present:* Bud Vance, Karen Landry, Tom Fischer, and Russ Arrighi.

*Next meeting:* 19 April, 2018 2:00 PM

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### ***Discussion***

The meeting was convened at 1:00 PM at the Community Center library. Purpose of the meeting was to discuss the plan of action based on input from the homeowners on the recommended language for Rules and Regulations (R&R) 16 and 19 Pages 3 and 4 regarding Signs and Holiday decorations. We also discussed Financials and Electrical issues.

### ***Actions***

- A. The majority of the meeting was spent discussing the next steps on publishing the revised R&R on Signs and Holiday decorations. We had very little input from the community. It was decided that a special meeting was not needed.
  - An email went out to the Courtyard community advising them that a special meeting would not be held based on minimal response. The change was noted in the March newsletter and posted on the website.
- B. Reviewed Accounts Receivable- the list grew, primarily due to individuals who normally paid for the full year, not submitting their checks yet.
- C. Electrical Issues Update: To follow up on our previous reporting regarding a test period using two different size LED replacement lamps required for the two separate sized street lights within the community, the test has been completed and determined the correct wattage and color temperature needed to remain consistent with Courtyards standards. Accordingly, an appropriate number of replacement lamps have been ordered to begin the transformation from the old style metal halide bulbs to LED technology. The process will remain a work in progress and should commence during the month of April, starting in Battery Ridge. Additional upkeep maintenance and any necessary repairs of street lights that evolve will continue as needed.
- D. Tom stated that he will be placing his home on the market later this month and will be resigning from the Executive Board effective April 1, 2018. In accordance with the Public Offering Statement, the other Executive Board Members will select a replacement to fulfill the remaining obligation of Tom's tenure, until October 2018.

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- E. There was a large spruce tree uprooted by the strong winds near the entrance to Clubhouse Drive and was removed.

#### Master Association Update:

- A. Mary and Bill Thompson have volunteered to be the point of contact for the pool operations. They have previous experience in this field and are a welcome addition to the CCOC volunteers. They are creating a Statement of Work and will be initiating a contract for pool maintenance and services for the year. The pool season will remain Memorial Day Weekend through Labor Day Weekend. They are also working to get a lifeguard under contract for the season. We still have some minor repairs to complete on the pool water system and will have the entire pool area cleaned and re-sanded prior to opening the pool.
- B. We have contracted with Merry Maids for cleaning of the Community Center and Fitness Center. They will clean every two weeks.
- C. The spa by the pool will be resurfaced prior to opening the pool.
- D. There will be three handicapped parking spaces installed in the vicinity of the pool entrance area. We still need to finalize the contract and hope to have it completed prior to pool opening.
- E. We are also working to get flowers planted by the entrances this spring.
- F. Bud will coordinate with the webmaster to update the various Master Association Points of Contact.

The meeting was adjourned at 2:00 PM.

Respectfully submitted,

Bud, Karen, Tom

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