

The Courtyards at The Links HOA Executive Board
Meeting Minutes

September 16, 2019

Present: Bud Vance, Karen Landry, and Russ Arrighi,

Next meeting: Annual Meeting 7 October @ 7:00 p.m. at the Clubhouse

Discussion

The meeting was convened at 2:00 p.m. am at the Community Center. Purpose of the meeting was to discuss the 2020 Budget and Annual Meeting Agenda.

Actions

- A. Tammie was unable to attend the meeting so she sent us the financial statements and the first draft of the 2020 budget via email. Finances look good. Rick paid his 2018 bill for vacant lot fees.
- B. We agreed to send Rick the 3rd quarter 2019 bill and inform him that if the bill was not paid within 30 days of receipt that he would be assessed \$80 (8 lots times \$10.00) for every 30 days he was late. This is the same late payment policy as the homeowners.
- C. We reviewed the 2020 draft proposed budget and increased a few more items: Lawn, sprinkler and dumpsters. We asked Tammie to update the budget with those changes. Sadly, we realized that those budget items that were going to go up in 2020 were not a one-year event. So, we decided that we will need to increase the HoA fee from \$165 to \$175 effective 1 January 2020.
- D. We reviewed the draft agenda for the annual meeting scheduled on 7 October 2019 at 7 p.m. We agreed to add an improvement bullet and list the things that had been improved upon in 2019. The individual topics e.g. lawn care, when discussed will focus on future plans.
- E. We agreed to fund aeration and reseeding of all Courtyard lawns in an attempt to improve the quality and Health of your lawns. Notice will be provided to our homeowners.
- F. We approved a termination of our lawncare contract with Brightview effective December 31, 2019. We will be contracting with MidAtlantic Management Group for our lawn care services for 2020. Specific details of the contract and its provisions will be fully discussed at our Annual Meeting on 7 October, 2019.
- G. The Courtyards still has numerous homes needing cleaning of walls and roofs, as well as paver repair to driveways and walkways. We will be

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sending out a reminder notice to all homeowners to critically assess their property and take corrective action, as needed.

Master Association:

- A. The Master Association's Annual Meeting will be on November 14, 2019 at 7 PM in the Premier Clubhouse.
- B. The Master Association is also looking to change lawncare service contractors for 2020., But as of this time has not reached a final decision.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Bud, Karen, Russ

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