

The Courtyards at The Links HOA Executive Board

Meeting Minutes

September 7, 2017

resent: Bud Vance, Karen Landry and Tom Fischer

Next meeting: October 5, 2017 2:30 PM

Discussion

The meeting was convened at 2:30 PM at the Community Center library. The purpose of the meeting was to discuss pending actions and issues, budget update and conduct normal business.

Actions

- A. Reviewed Accounts Receivable – delinquency rates continue to drop.
- B. Purchase of two year CD for \$50k at 1.5% from New Windsor Bank was completed. Bookkeeper has a copy of all documents and Treasurer has the originals.
- C. Reviewed the 2018 budget second draft in preparation of the upcoming annual meeting. Most expenses remained the same.
 - a. It was decided to leave the snow budget the same even though we had a light year so far and the financial records show a significant surplus. Given the unpredictability of snow fall we felt it is better to budget for the same amount as last year. Any surplus will go into the reserve fund.
 - b. The Lawncare Contract will have a slight increase as we add two homes and a “grub treatment”. Per agreement with the Branch Manager, there will be no additional increase of costs for the contract for 2018.
- D. Discussed planning of Annual Homeowners Meeting to include preparation of agenda, notification letters to residents, solicitation of nominees who may be interested in volunteering to run for upcoming board opening, etc. Based on interest from residents, discussed preparation of proposed amendment to the Rules and Regulations to allow for the display of U. S. Military Service flags along with the American Flag. This proposal would be voted upon by residents attending the Annual HOA meeting. Meeting will be held at 7 PM, OCT 12, 2017 in the Premier Clubhouse.
- E. Continued discussion on project to potentially convert CY street lights to LED capability. Process of obtaining estimates from certified and licensed electricians is ongoing
- F. Bud gave an update of the Master Association.
 - a. The carpeting within the Community Center and stairs, as well as the fitness center floors, have been cleaned.
 - b. The pool is closed, lots of use this year.
 - c. The cover will be reinstalled within a few days.

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- d. The Master Association is beginning work on its Annual Meeting, no rate increase is planned.
- G. The meeting was adjourned at 3:50 PM.

Respectfully submitted,

Bud, Karen, Tom