

The Courtyards of Carlisle, Unit Owners Association, Inc.

April Meeting Minutes

April 15, 2024

Board Members in attendance: Pamela Jones, Deb Keyser, Stephanie Taylor, Linda Wilson, Jacqueline Moser

Hershey Real Estate Services Personnel in attendance: Calvin Yoder

The meeting was called to order at 6:03 PM.

- **Quorum:** Quorum was established.
- **Approval of Meeting Minutes** from March 18, 2024, motion made, seconded, and passed.

Old Business

- **Unresolved maintenance issues update** – There are currently four work orders for roof issues and there are still some issues with lights in the development that need to be fixed.
- **Delinquency Update:** There are three properties facing judgments and other properties in various states of delinquency. Foreclosure of the property with the largest delinquency to occur in June.
- **Rental Update:** Currently only one rental property not in compliance. The board is following our policy, which may eventually result in eviction of the tenant. We remain at maximum capacity for rentals.
- **Utility Boards:** Contract with E&G Services approved at March meeting. The utility companies must come out first to do necessary work before the boards can be replaced. There is no timeframe yet.
- **Shrub Replacement/Middle Unit Sheds/Decks & Fences:** The board is looking into low maintenance shrubs and plantings. The deadline for residents to submit an AVR if they wish to plant their own shrubs is May 10.

Residents who still have detached posts from their deck/fence must have them put back up (without nailing them into the siding) or removed by May 31. Discussion was had recommending the names of potential contractors for this type of work be placed in the Facebook group and/or the Hershey Real Estate site.

- **Building Foundation:** The board received an estimate for foundation work and are looking to get at least two more. We are still figuring out the best way to go about this process and how to fit it into the budget.
- **Water Intrusion Project:**

Action Item: A motion was made, seconded, and passed to pay the fourth invoice from Lemus Construction in the amount of \$446,999.

New Business

- **2024 Budget Approval**

Action Item: A motion was made, seconded, and passed to approve the preliminary budget to be sent out to owners and voted on at the May meeting.

The Board plans to move to a calendar year budget for 2025.

A reminder was made that the annual owners' meeting will be held in June. There will be three open board positions. Those considering running should fill out a candidate interest form.

- **AVR Requests – 39 Courtyard Drive & 58 Courtyard Drive**

Action Item: A motion was made, seconded, and passed to approve the AVR for 39 Courtyard Drive, provided the work leaves existing structures and the river rock in place.

Action Item: A motion was made, seconded, and passed to approve the AVR for 58 Courtyard Drive.

- **Spring Walkaround** – The annual spring walkaround will be held on May 6.
- **HOA Reminders:** An e-mail was sent reminding residents must keep their trash and recycling containers in their shed, garage, or side patio/deck areas. They should not be placed on the mulch, driveways, or walkways. Owners are encouraged to become familiar with the association's by-laws.

Question & Answer Period

Next Monthly Board Meeting will be Monday, May 20 at 6:00 p.m. at the Stuart Community Center. The Board meets the 3rd Monday of every month.

- **Adjourn**

The meeting was adjourned at 6:26 PM by unanimous consent.