

The Courtyards of Carlisle, Unit Owners Association, Inc.
May Meeting Minutes
May 20, 2024

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

Hershey Real Estate Services Personnel in attendance: Calvin Yoder

The meeting was called to order at 6:02 PM.

- **Quorum:** Quorum was established.
- **Approval of Meeting Minutes** from April 15, 2024, motion made, seconded, and passed.

Old Business

- **Unresolved maintenance issues update** – There are still some issues with lampposts not working properly. If residents notice one is not working, or spot any other concerns, they should e-mail them to Cal.
- **Delinquency Update:** The board continues to follow the collections policy. There is one undergoing foreclosure, with others in various stages. In total, 25 units are in various stages of delinquency, which is less than 10%
- **Rental Update:** We remain at maximum capacity for rentals. Cal is currently waiting to receive leases for two of the rentals.
- **Utility Boards:** Preliminary work has begun on the utility board replacement project.
- **Shrub Replacement:** The board has chosen two different shrubs for the project. Both are considered low-maintenance and won't become overgrown.
Action Item: A motion was made, seconded, and approved to enter into a contract with Baers Custom Maintenance to plant new shrubs.
- **Walkaround Update:** A walkaround of the community was recently completed. Common issues that were noticed include shed doors needing repainted or replaced, fences needing cleaned, fence pieces not attached, and front doors in need of painting or repainting. Notices will go out to those with issues that need correcting. A reminder was also made that trash and recycling should not be stored on the front patio.

- **Building Foundation/Dryer Vents:** The board is still looking at options on the best way to handle the foundations and keep the costs down. They are working on getting quotes to replace the dryer vents that were located on the foundation.

- **Water Intrusion Project:**

Action Item: A motion was made, seconded, and passed to pay the final invoice from Lemus Construction in the amount of \$164,814.

The total cost of the project for Lemus Construction work totaled \$2,005,496.50.

- **June Annual Meeting:** The June 17, 2024 meeting will be the annual HOA meeting. There will be three open positions on the board and interested owners should get their forms of interest filled out and sent to Cal.

New Business

- **2024 Budget Approval**

Action Item: A motion was made, seconded, and passed to approve the 2024 budget.

- **HOA Reminders:** Reminders were made about properly placing out trash. Trash must either be in a bag weighing no more than 40 pounds or a container with the weight being no more than 40 pounds. If you have more than 40 pounds, you must purchase tags from the Borough to place on the extra bags or they will not be picked up. Residents were also reminded to familiarize themselves with the association's bylaws.

Question & Answer Period

Next Meeting will be the Annual Meeting on Monday, June 17 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 6:25 PM by unanimous consent.