

APPROVED
Courtyard Homes Association, Inc.

A Corporation Not-for-Profit
c/o Lighthouse Property Management, Inc.
a *Division of RealManage*
4134 Gulf of Mexico Drive, Suite 203
Longboat Key, FL 34228
Phone: (941) 460-5560

BOARD OF DIRECTORS MEETING MINUTES
October 17, 2022

CALL TO ORDER: The meeting was called to order by Board President, Thomas Roberts at 7:00 PM.

DETERMINATION OF QUORUM: A quorum was established with the following board members present in person or virtually: Thomas Roberts, Dexter Wright, Mary Butts, Gwynne Jones and Thomas Little. Bill Lutes from Lighthouse Property Management was also present.

PROOF OF NOTICE: The notice was posted onsite in accordance with Florida Statute 720.

APPROVAL OF MINUTES: Tom Roberts made MOTION 22-10-01 and was seconded by Dexter Wright to approve the Board Meeting minutes from May 31, 2022, as presented. *The motion passed unanimously.*

REPORTS OF OFFICERS: Tom Roberts reported on a few items including new owners, the recent roofing project, and hurricane damage from Ian. He briefly reviewed several expense lines items that were over budget.

Mary Butts presented the Treasurer's Report.

COMMITTEE REPORTS

1. **Architectural** – Bob Coughlin reported that there were a few ARC requests over the summer. He noted that any outside work requires, an ARC application be submitted for approval.
2. **Landscape** – No report given.
3. **Maintenance** – No report given
4. **Pool** – It was reported that a new sign had been posted at the pool.
5. **Social** – Several upcoming events were reviewed. The November/December newsletter would be sent out along with the annual social calendar.
6. **PBC** – Gill Castro reported on the budget process the master association had been going through. He noted that one of the largest cost increases was in Mangrove trimming, which has increased 44%. The final budget will increase by \$10 per unit for 2023.

OLD BUSINESS –

1. **Roof Replacement** – Covered in the Presidents Report.

NEW BUSINESS

1. **Storm Cleanup:** Gill Castro reported that there was no structural damage from the recent storm. Several large trees had to be removed.

2. **Insurance:** Industry-wide, the cost of insurance has been increasing. The current coverage is very comprehensive. Having all new roofs will help in reducing the increase in cost.
3. **2023 Draft Operating Budget** – Tom Roberts briefly reviewed a draft of the proposed budget. Currently, the assessment would be going from \$552 to \$686. The increase is driven primarily by insurance. It was noted that a special assessment would be required to make up for the shortfall in the 2022 budget.
4. **Other Business** – None presented.

OWNER QUESTIONS/ COMMENTS

NEXT BOARD MEETING: The next Board meeting will take place on **November 1, 2022, at 7:00PM, via Zoom Conference Call and at the Perico Bay Clubhouse.**

ADJOURNMENT: With no other business, the meeting adjourned at 8:02 PM.

Respectfully Submitted by:
Bill Lutes, CAM, CMCA
Property Manager for Courtyard Homes Association, Inc.