

COURTYARD HOMES ASSOCIATION, INC.

DATE: Monday, October 16, 2023

TIME: 7pm

PLACE: Perico Bay Clubhouse and via ZOOM

MINUTES

1. Call to order and determination of quorum: A quorum was established with the following board members present; Tom Little, Mary Butts, Dexter Wright, and Tom Roberts. Gwynne Jones had an excused absence.
2. Proof of Notice: Notice of the meeting was provided in accordance with FL ST 720 and the association's governing documents.
3. Reading and approval of minutes: April 17th, July 18th, and October 16th will be approved at the November 27, 2023, meeting.
4. Officer's Reports
 - a. President's Report:
 - i. Tom and the members present welcome new owners.
 - ii. Reminder: \$480 per unit due for the West Boardwalk.
 - iii. Tom highlighted the two large increases for 2024 – insurance and master board dues. The new roof wind mitigation reports will help with the insurance premium for 2024.
 - b. Treasurer's Report on Financials: Mary reported from the September 30, 2023, financial statements.
5. Committee Reports:
 - a. Landscaping: Ruth provided the update.
 - i. Continue to explore other options. Planning to stay with Brightview for 2024.
 - ii. Committee members are splitting the community into zones. The owners would know who to go to regarding their zone. All of this would then be communicated with Charlie at Brightview.
 - iii. Jerry has been hired by Brightview to work on irrigation.
 - iv. The scope of the work was reviewed.
 - b. Irrigation: Dan Gibson provided the update.
 - i. Dan noted items that are being worked on.
 - ii. There is a new irrigation tech, Jerry.
 - iii. Irrigation issues should be directed to Dan Gibson. Dan will communicate with the proper contact.
 - iv. Watering is twice per week. The Water Management Committee member, John Halstead, restricted the water to this schedule.
 - c. Pool: Dan Gibson provided the update.
 - i. Pool concerns should be directed to Dan Gibson.

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- ii. New umbrellas have been purchased and installed. Reminder: please put the umbrellas down after use (before leaving).
 - iii. New pool tech from Pools By Lowell. This new pool tech is addressing issues and Dan noted him as an improvement.
 - iv. There are four chairs to be repaired.
 - v. Planning to purchase five new tables. The Board would need to approve this expense.
 - vi. The sewage line to the restrooms has been fixed.
 - vii. All doors have been repainted.
 - viii. News signs have been installed. This was done per the Health Department code.
 - ix. There are pool lights out. This is pending repair.
- d. Social: Joan Mantel provided the events planned.
- i. October 27th: Potluck
 - ii. November 2nd is the women's luncheon at St. Armand's Circle.
 - iii. November 14th is the social committee meeting at Joan's house. This will be a planning session.
 - iv. November 17th taco dinner
 - v. Community street decorating
 - vi. November 27th board meeting
 - vii. December 5th is the holiday party at Mattison's.
6. Master Board Updates: Lynn Zemmer provided a summary of the recent meeting.
- a. Approved the 2024 budget on 10/10/23 (\$136 per unit, per month)
 - b. Reminder: Please use the sidewalk when walking in the neighborhood.
 - c. The clubhouse pool was recently treated for black algae.
 - d. The three Australian pines behind the villages have been removed.
 - e. West Boardwalk project to begin 10/31/23.
7. Management Report:
- a. The management turnover process has been completed.
 - b. Website is www.MyCYHFI.com this will also be linked to www.pericobclub.com
 - c. Coupon books will be ordered for 2024. Reminder on ways to pay will be sent to owners.
 - d. Stay connected! Please be sure you have opted in to receive emails.
8. Unfinished Business
- a. The lights along Spoonbill Landing are not working. This is pending repair. There are two lights out at the pool. This will be addressed.
9. New Business
- a. Review and Approval of the 2024 Budget: The Board and members present reviewed the proposed budget. MOTION made by Mary, seconded by Tom to approve as presented. The monthly assessment dues will be \$854. MOTION passed unanimously.
 - b. Resignation: Tom Roberts submitted his resignation to the Board of Directors effective after today's meeting. The Board unanimously accepted his resignation. The Board and members present thanked Tom for all his time and work for the

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community over the years. The Board will consider filling the vacant seat. The annual membership meeting will be held in February.

- c. Appointment Nominating Committee: Sue Johnson volunteered to serve as the chair of this committee. The Board unanimously agreed. Nicole will send an email with Sue's contact for anyone interested.
10. Owners' comments or questions
 - a. Solar lighting was suggested to replace wired lighting.
 - b. Stone along the water was discussed. This project of moving the stones back to along the bank that have fallen is planned.
 - c. Ruth reported a drain sink hole near the rip rap and rocks. Ruth encouraged owners to look at theirs. Others may need to be filled.
 11. Next Regular Board meeting: Monday, November 27, 2023, at 7pm
 12. Adjournment: With no further business to discuss, the meeting adjourned at 8:12pm.