

COURTYARD HOMES ASSOCIATION, INC.

DATE: Monday, November 27, 2023

TIME: 7pm

PLACE: Perico Bay Clubhouse

MINUTES

1. Call to order and determination of quorum: The meeting was called to order at 7pm.
2. Proof of Notice: Meeting notice was provided in accordance with FL ST 720 and the association's governing documents.
3. Reading and approval of minutes
 - a. **MOTION** made by Gwynne, seconded by Tom to approve April 17, July 18th and October 16th, 2023, meeting minutes as presented. **MOTION passed unanimously.**
4. Officer's Reports
 - a. President's Report: Tom Little gave the report.
 - i. February will be the annual meeting and election of officers. There are 5 nominees for 2 board positions.
 - b. Treasurer's Report on Financials: Mary reported from the October 31, 2023, financial statements. The reports are available on the website.
 - i. 2024 Dues: Owners enrolled in autopay with the HOA will have the dues automatically adjusted for the 2024 amount. Ways to pay are printed on the coupon books.
5. Committee Reports
 - a. ARC: Bob gave the report. The ARC request forms are available online. The committee is working on community standards information. This will be shared with all owners. Annual walk around inspection will be done on December 11th. Bob will use a drone to assist with the inspection.
 - b. Maintenance: Gwynne gave the report. **This report will be emailed to owners. The paint standards are available on the website. Water usage is high for units 1302 to 1320. Owners will be notified to inspect for leaks. Unoccupied units should have their water turned off. Two lights at the pool to be replaced. Gwynne will follow up with American Pride.**
 - c. Roads: Bill commented that a decision is needed regarding re-paving the roads. An updated quote will be needed. The Board unanimously tabled the road project for a year. The Board may wait and coordinate with the Master Board. Areas that need repair will be monitored.
 - d. Social: Holiday decorating is complete. The events list and full details are listed in the newsletter and available on the website.
 - e. Landscape: **Report will be sent to owners.**
 - f. Irrigation: 3x per week. Jerry is the irrigation tech. Please do not contact him directly for repairs. Please contact Dan Gibson with any concerns.
 - g. Pool: Repairs completed. Acid wash completed. The Board unanimously approved the robotic pool cleaner. Dan will be reimbursed for this expense. A new power washer has been purchased. This is available for owners to use (\$10 fee).
 - h. Nominating (Meet the candidates planned for January meeting): Ruth gave the report. Interested owners in joining the Board should contact the committee. The January meeting agenda will include a meet the candidates time.
6. Master Board Updates
 - a. Water Management Irrigation audit has been tabled.

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- b. E-Bikes / EV Charging Stations will be reviewed, and post orders updated.
 - c. Sponsor a flag for \$650.
 - d. Gazebo furniture options will be researched.
 - e. The footpath behind the clubhouse is being reviewed.
 - f. The seawall at The Pointe will be repaired. This was approved.
 - g. Irrigation pumps were repaired (Edgewater and Sanderling).
 - h. The visitor gate arm will be replaced.
 - i. \$650 towards an AED machine at each pool area was approved. CAs must opt in.
7. Management Report
- a. 2024 coupon books ordered.
 - b. The account receivable report is being monitored. Late notices have been sent.
 - c. Website is live: www.mycyhfl.com (CYH*psc-23) Additional updates underway.
8. Unfinished Business
- a. Post lights update: Project underway. See attached maintenance report.
 - b. Rip rap project underway (Friendly Handyman Service)
9. New Business
- a. AED for pool area: MOTION made by Tom, seconded by Dexter to approve the purchase. MOTION passed unanimously.
 - b. Appointment of vacant board seat (1 year remaining on the term):
 - i. Sue Johnson: MOTION made by Tom, seconded by Gwynne to appoint Sue Johnson to the Board of Directors with a term expiring 2025. MOTION passed unanimously.
10. Owners' comments or questions
11. Next Regular Board meeting: January 15, 2024
12. Adjournment: With no further business to discuss, the meeting adjourned at 8:21pm.