

COURTYARD HOMES ASSOCIATION, INC.

DATE: Monday, January 15, 2024

TIME: 7pm

PLACE: Perico Bay Clubhouse and ZOOM

MINUTES

1. Call to order and determination of quorum: The meeting was called to order at 7:02pm by Tom Little. A quorum was established with the following board members present, Tom Little, Mary Butts, Gwynne Jones, Dexter Wright, and Sue Johnson.
2. Proof of Notice: Proof of notice was provided in accordance with FLST 720 and the association's governing documents.
3. Reading and approval of minutes: November 27, 2023: *MOTION made by Gwynne, seconded by Sue to approve as presented. MOTION passed unanimously.*
4. Officer's Reports
 - a. President's Report: Tom Little reviewed the following items.
 - i. Outline meeting procedures.
 - ii. Email communications are sent by Sunstate or the Board President.
 - iii. Website reminder.
 - iv. An insurance meeting with agents to review options is planned.
 - b. Treasurer's Report: Mary Buttes reported from the November 30, 2023, Financial Statements
 - i. Insurance coverage / funds reallocation: This was discussed. A vote of the membership is planned for the February annual meeting.
5. Committee Reports
 - a. ARC
 - b. Maintenance:
 - i. Compliance Inspection was completed. Letters to owners will be sent.
 - ii. 3 lights to be repaired, pending with American Pride Electric.
 - c. Social: Joan highlights upcoming events (listed in newsletter).
 - d. Landscape: Judy highlighted pending projects. Walkthrough planned for later this month.
 - e. Irrigation: Dan provided an update.
 - f. Pool: Dan provided an update.
 - g. Nominating: Meet the candidates: Process was outlined aloud.
6. Master Board Updates: Lynn Zemmer: see attached submitted report.
 - a. Meeting date moved to third Tuesday of each month at 10am.
7. Management Report: Annual Meeting procedures- notice being sent out this week.
8. Next Regular Board meeting:
 - a. Annual Membership and Board Organizational Meeting February 19, 2024, at 7pm
9. Adjournment: With no further business to discuss, the meeting adjourned at 8:23pm.

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