

Copperfield Neighborhood Association Board
January 12, 2021 Meeting Minutes

Present:

Jason Heck
Jeff Luoma
Karen Cole
Mark Yates
Josh Fain
Josh Greeman

The meeting was called to order via Zoom at 8:02 p.m. A quorum was present.

The minutes from the December 8, 2020 monthly meeting were approved via email.

1. Clubhouse

Window install remains on the agenda as a placeholder.

Mr. Heck has received several emails asking about additional activity equipment for the clubhouse/pool area. He has looked at the Versa Court website and suggests a product with tiles to lay over a portion of the tennis court with a choice of games, including pickle ball, shuffleboard, etc.... Estimated cost is \$7,100.00. This quote does not include the pickle ball net or shuffleboard equipment. The tiles can be pulled up for storage or allow for easy change of games. Mr. Heck suggested the Board allow Mr. Demarcus to have the final approval on game choice since he is spearheading this project. Mr. Greeman suggested another staircase from the pool area to access the tennis courts. The Board agreed the area needs to remain locked up to prevent damage and misuse. A question was raised regarding US Tennis grant funds used to resurface the tennis courts in 2011. Mr. Heck stated the grant had a 2-year use requirement and no longer restricts us. The Board also discussed pairing the tiles with bocce ball and a putting green.

2. Dues Update and Filing Liens

Three people remain on the unpaid 2020 dues list. Mr. Heck will file liens this month.

The 2021 dues notice has been sent out and the website has been updated to include Square processing fees. Mr. Fain suggested Stacy assist with posting dues, filling out deposit slips, and address updates. This is a tedious task the Board estimates will take at least 40 hours to complete. The Board discussed several payment options.

Upon motion by Mr. Heck, seconded by Mr. Fain, and carried, it was:

RESOLVED, that the Association will pay Stacy \$600.00 to process 2021 dues payments, which shall include posting and updating addresses and filling out deposit slips. The Board will evaluate progress at the end of February.

3. Food Truck

Mr. Heck has received a request from Sweet String BBQ to set up their food truck in the neighborhood for food service. Sweet String's store closed because of COVID-19. Their menu items are under \$10.00 and they will only be serving food, no alcohol.

Upon motion by Mr. Heck, seconded by Mr. Greeman, and carried, it was:

RESOLVED, that the Association will coordinate with Sweet String BBQ to allow them to park their food truck at the clubhouse from 5:30-7:30 with days to be determined by Sweet String BBQ.

4. Landscaping Update

The Christmas lights have been taken down and stored.

Mr. Yates and Mr. Heck will do their walk around when the weather warms up.

Mr. Yates is still putting together quotes. Mr. Yates and Mr. Heck will work on a landscaping contract in March. Our current contract terms in April. The overall landscaping design and implement will likely be done over a 3-to-5-year period. Mr. Yates expects quotes to come in at 10k-15k per year.

5. Property Management Company

Mr. Yates has 1 bid and is working on a couple more. The quotes will include dues processing, DOR, obtaining quotes for contracts and services, and project oversight. Mr. Yates and Mr. Heck estimate the bids will come in around 12k-15k annually.

Mr. Heck has confirmed with Stacy that she is not interested in a property management position. The Board agreed her current duties are separate from what is needed for property management and that her services continue to be needed for the Clubhouse.

The Board agreed a property management company would help with the Board's workload and any perceived inconsistencies in addressing DOR violations.

6. Budget Update

Mr. Fain presented the 2021 budget for approval. The budget includes line items for property management and landscaping. The Board agreed repair costs should be less this year. However, the sidewalks in front of the Clubhouse will need to be repaired. The Board discussed options for savings and striking a balance between projects and keeping sufficient funds for emergencies. Our savings is healthy right now, which allows us to complete more projects.

Upon motion by Mr. Greeman, seconded by Mr. Fain, and carried, it was:

RESOLVED, that the 2021 Budget, attached hereto and incorporated herein by reference, is approved without change.

7. New Business

None

The next Board meeting will be February 9, 2021 at 8:00 p.m.

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 9:05 p.m.

Respectfully submitted
Karen Cole, Secretary

**Copperfield Neighborhood Association
Proposed Budget 2021**

	2019 Annual	2020 Budget	2021 Budget
INCOME			
CNA 2019 DUES	\$ 112,631	\$ 108,000	108,000
CLUBHOUSE RENTAL	\$ 11,399	\$ 6,000	4,000
INTEREST	\$ 200	\$ -	
Other Income			
TOTAL INCOME	\$ 124,231	\$ 114,000	112,000
Expenses			
MORTGAGE (P&I)	\$ -	\$ -	
PROPERTY TAXES	\$ 939	\$ 1,000	1,000
PROPERTY & LIABILITY			
INSURANCE	\$ 3,992	\$ 4,000	4,250
UTILITIES	\$ -	\$ -	
Electricity	\$ 8,343	\$ 9,000	9,200
Gas	\$ 1,280	\$ 1,300	1,350
Sewer	\$ 11,253	\$ 11,900	12,000
Television / Internet / Phone	\$ 1,796	\$ 1,800	1,800
Water	\$ 10,954	\$ 10,000	10,000
GENERAL REPAIRS	\$ 69,084	\$ 24,000	27,000
LANDSCAPING/MOWING	\$ 13,580	\$ 14,000	14,000
CLUBHOUSE MANAGEMENT	\$ 6,484	\$ 6,000	6,000
ASSOCIATION MANAGEMENT	\$ 5,128	\$ 5,000	20,000
Transfer To Savings	\$ 20,000	\$ 25,000	5,000
SOCIAL EVENTS	\$ 1,178	\$ 1,000	1,000
TOTAL EXPENSES	\$ 154,012	\$ 114,000	112,600