

**Copperfield Neighborhood Association Board**  
**December 21, 2021, Meeting Minutes**

**Present:**

Jason Heck  
Jeff Luoma  
Karen Cole  
Josh Greeman  
Josh Fain  
Eddy Demarcus  
Tamara Walters – Property Management (via Zoom)

The Meeting was called to order at 8:02 p.m. A quorum was present.

The minutes from the November 9, 2021, monthly meeting were approved via email.

**1. Property Management Company**

Tamara will be handling the dues letters/invoices for 2022 HOA dues. Dues are due February 1, 2022. Letters need to be mailed by January 10, 2022. Tamara is meeting with Josh F. tomorrow to obtain the mailing lists. Josh G. suggested we add “or current resident” to the address on each envelope. Following discussion, it was agreed payments should go directly to Tamara for processing. Josh F. and Tamara will work through the credit card processing app to update and to ensure Tamara has access.

Tamara will also be handling invoices for current DOR violations.

The Board discussed policies to interpret DOR restrictions on home businesses. The primary problem is commercial vehicles parked at residences.

Eddy will send an email out to the neighborhood introducing Tamara and her company, Community Association Team, to the neighborhood. Tamara will then follow up with additional communication.

**2. Pool Cover and Solar Blanket**

Jeff has discussed the pool cover with our pool management company. They recommend not replacing it and just cleaning the pool prior to opening in the Spring. Jeff will check with the pool liner company to confirm they agree, and that lack of a pool cover will not damage or shorten the life of the liner. The Board discussed the status of insurance coverage for damage to the old pool cover.

Jeff is looking into the price of a solar blanket to put on the pool to keep the water warmer at the start of the season.

The Board discussed the new pool management app. Jeff will be adding addresses to the system. It would be great if Tamara could assist with updating neighborhood emails.

### **3. Water Bill**

The Board reviewed the financials. Josh F. will review the pool account this week to determine proration and payment of the water bill.

### **4. Bates Security Electric**

There is a light pole that needs an outlet and lights that aren't working in the back of the clubhouse. Josh G. proposed a full assessment of electrical repairs and needs. The Board agreed. Jason will contact electricians.

### **5. Complaints**

- a. 1373 Glenview – This property has been an ongoing problem with yard maintenance and multiple complaints from neighbors. The owner has not complied despite representations otherwise. At this time, only half of the yard has been trimmed. DOR fine letters will continue to be sent at \$50/month.
- b. 1317 New Ridge Court – Tamara will look into the complaint regarding a utility trailer parked at the resident.

The Board discussed the provision in the DOR that allows the Board to hire someone to address violations (example – mowing an unkept yard) and then bill the owner for the service.

### **6. Windows**

Mark yates is handling.

### **7. Toolbox**

Upon motion made, seconded, and carried, it was:

RESOLVED, that, up to \$300 may be spent on a toolbox for the common areas. Jason will handle the purchase.

### **8. Winter Pool Care**

Following discussion, the Board agreed to pay lump sum fee for winterizing the pool.

## **9. Pickleball Lines**

Eddy will contact the company that quoted the pickleball courts to get the project moving. The Board agreed the courts will need to be pressure washed first.

## **10. New Business**

The Board discussed concern for the tennis portion of the CNA website. All references to Dan Burch's business need to be removed. The neighborhood courts are not to be used for private business. They are neighborhood courts. If there was an agreement in the past, the terms have not been followed. Several Board members raised concern that the current website language holds Dan Burch out as a CNA agent, which he is not, and which could result in liability. Eddy will contact Becca to have the last paragraph on the tennis portion of the website removed. The Board will ask Tamara to review the entire website.

Jeff asked about adding a tab to the neighborhood website identifying services offered by neighbors. We used to have this information in a paper directory provided to the neighborhood each year. The Board discussed the need for a disclaimer and agreed we do not want to be advertising businesses.

Stacy has asked about changing the lightbulbs in the clubhouse. Jason will obtain a bid for new fixtures to replace the track lighting.

Karen asked about acoustic panels in the clubhouse to cut down on noise. Jason will circulate some ideas.

The social committee would like to distribute a monthly newsletter to the neighborhood following Board review and approval. Their goal is one neighborhood function each month.

Josh G. will look into hard topped gazebos and adding one each year. This would save money in the long run as the cloth gazebos have to be replaced frequently. The Board agreed it would be good to add a gazebo/shade outside the pool fence as well.

The next Board meeting will be January 11<sup>th</sup> at 8:00 p.m.

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 9:35 p.m.

Respectfully submitted  
Karen Cole, Secretary