

**Copperfield Neighborhood Association Board**  
**January 14, 2025 Board Meeting Minutes**

**Present:**

Josh Fain  
Brent Perry  
Clifton Daugherty  
Brent Hourigan

Tammy Walters – Association Manager

**Absent:** Eddy DeMarcus, Daniel Mercer

**Minutes:**

Tammy Walters

**The January board meeting was called to order at 8:02 p.m. A quorum was present.**

**Minutes**

Upon motion duly made, seconded and carried unanimously, it was:  
RESOLVED, that the December 10, 2024 board meeting minutes were approved.

**Homeowner Forum/Resident Concerns**

- None

**Social Committee**

- Ladies' Night – January 15
- Trivia Night – February 7

**Treasurer's Report**

- Mrs. Walters provided the current accounts receivable summary, account balances, and profit and loss statement.
- Corporate Transparency Act – There is an injunction in place that has placed this reporting requirement on hold. Will file once all FinCEN ID numbers are received.
- Mrs. Walters presented the closing financial statements for 2024. It was noted that expenses were higher than typical, but explainable and not surprising given the projects the neighborhood took on in 2024.

**Facilities**

- Windscreen – Mr. Hourigan reported that he contacted Active Sports and they would like to have the fence repaired prior to installing the windscreen. He is meeting with three fence vendors to obtain estimates for the repairs. Once the repairs have been completed, he will have the windscreen installed.
- Flagpole – Mr. Hourigan has spoken to Paul regarding the flagpole.

**Pool**

- Sail Shade – Mr. Hourigan reported that the repair has been completed and will contact the vendor regarding care with the ice.
- Pool Gates/Lock Replacement – While the fence vendors are onsite, Mr. Hourigan will have them provide estimates for the gates and locks with a universal key system.

- Concrete Pad Configuration – Mr. Hourigan will meet with the contractor this week to mark areas for concrete for the project and will price additional areas for repair as well.

**Pool Renovation**

- Concrete Pad/Fence/Roof for Heaters and Filter – Meeting with a contractor to discuss this week.

**Old Business**

- Small Claims Court Lawsuit – No update at this time.
- Roof Claim – This claim is still ongoing.
- Clubhouse Furniture – No update.

**Next Meeting Date**

- The next meeting will be held on February 10, 2025 at 8:00 p.m.

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,  
Tamara Walters, Association Manager

**Property Management Report  
Copperfield Neighborhood Association  
January 2025 (December 10 – January 13)**

**Duties**

***Financial***

- Collected mail from clubhouse and deposited all assessments.
- Responded to all billing and closing requests. Updated QuickBooks based on PVA updates as needed.
- Accounts Receivable Aging – Payment rate for 2023/2024 – 99.5% (Same two owners have not paid)
- Need to send one overdue account to the attorney for lien.
- 2025 dues invoices were mailed mid-November and payments are continuing to come in steadily via check, Zelle and Square
- All accounts have been reconciled through December and available balances are indicated below.

***Managerial***

- Assisting with getting bank accounts open.
- Updating all autopay accounts with new banking information.

**Available Account Balances in Online Banking as of January 14, 2025**

**Copperfield Neighborhood Association**

- Central Bank Checking - \$45,600.01
- Central Bank Savings - \$5.57
- South Central Bank CD - \$50,000.00
- South Central Bank Checking - \$6,145.00
- South Central Bank Money Market - \$250.00

**Copperfield Swim Club**

- South Central Bank Checking - \$4,012.70
- South Central Bank Money Market - \$100.00