

Copperfield Neighborhood Association Board
April 15, 2025 Board Meeting Minutes

Present:

Josh Fain
Clifton Daugherty
Eddy DeMarcus
Daniel Mercer
Brent Hourigan
Brent Perry

Tammy Walters – Association Manager

Absent: None

Minutes:

Tammy Walters

The April board meeting was called to order at 8.01 p.m. A quorum was present.

Minutes

Upon motion duly made, seconded and carried unanimously, it was:
RESOLVED, that the March 11, 2025 board meeting minutes were approved.

Introduction of Guests - None present

Outside Motions Prior to Meeting

Upon motion duly made, seconded and carried unanimously via email on March 3, 2025, it was:
RESOLVED, that a \$200 gift card will be purchased for clubhouse supplies.

Upon motion duly made, seconded and carried unanimously via email on March 17, 2025, it was:
RESOLVED, that a fence application for 1400 Glenview Drive is approved.

Upon motion duly made, seconded and carried unanimously via email on March 28, 2025, it was:
RESOLVED, that a covered deck application for 1321 Copperfield Court is approved.

Upon motion duly made, seconded and carried unanimously via email on April 1, 2025, it was:
RESOLVED, that a fence application for 1353 Copper Creek Drive is approved.

Social

- No current update

Treasurer's Report

- Mrs. Walters provided the current accounts receivable summary, account balances, and profit and loss statement.

Facilities

- Tennis Court Windscreens – Need to schedule a time to move to basement once pool chairs have been brought up to the pool deck.
- Street Signs – Mr. DeMarcus to coordinate with Mr. Hourigan to work on this project.

- Southside Entrance/Landscaping Update – Sharp Lawn is currently on-site working on mulch/beds. Sod installation could happen Thursday depending upon when sod farms start cutting which has been delayed due to weather. Southside entrance clean up likely to take place Friday, Saturday and Monday depending upon weather. Fence repair to begin as soon as possible once the clean-up work is completed and it is dry enough to do so. Pool flower pots are installed and growing in Sharp's greenhouse to allow plants to grow/mature.
- General Repairs Update – Darrell continues to complete repairs. There was a delay in painting the pool bathrooms due to difficulty accessing paint in the basement. Darrell will also need to replace the basement walkup lock as it is not functioning properly.
- Flag Pole – No update

Pool

- Pool Remodel Update – Remodel is progressing nicely, tile should be complete soon. Mr. Hourigan is coordinating with the concrete contractor. Depending upon the weather, the project may be complete by May 1.
- Membership Update – 280 of the potential 300 memberships have been sold.

Old Business

- Clubhouse Furniture – No update
- Roof Insurance Claim – Attorney for insurance has finally reached back out about scheduling reinspection of roof. Hopefully this will take place soon and lead to settlement of case.
- Small Claims Court Lawsuit – No update, settlement agreed to verbally but not executed in writing as of yet.
- Tennis Court Rules – No update, will need to be decided at May meeting.

New Business

- New Pool Rules Sign – Estimate from Signarama, \$299.13, approved and should be completed within a week and ready for install.
- Popsicles – Mr. Fain to purchase from Sam's Club if available.
- Umbrellas – Mr. Hourigan to purchase as many navy umbrellas from AtHome as we have bases. He will attempt to get all the same size, larger ones.

Next Meeting Date

- The next meeting will be held on May 13, 2025 at 8:00 p.m.

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,
Tamara Walters, Association Manager

**Property Management Report
Copperfield Neighborhood Association
April 2025 (March 12 – April 14)**

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 – 99.77% (One owner has not paid); Payment rate for 2025 is 97.5% - there are 11 outstanding accounts that have not paid.
- Mailed late notices the first week of April.
- All accounts have been reconciled through March and available balances are indicated below.

Managerial

- Need to update autopay for Metronet.

Available Account Balances in Online Banking as of April 14, 2025

Copperfield Neighborhood Association

- Central Bank Checking - \$5,837.69
- South Central Bank CD - \$50,563.06
- South Central Bank Checking - \$75,813.73
- South Central Bank Money Market - \$994.26

Copperfield Swim Club

- South Central Bank Checking - \$142,601.57
- South Central Bank Money Market - \$1,023.77

Copperfield Neighborhood Association
Budget vs Actual
January 1 - April 15 2025

	Total to Date	2025 Budget	Difference
Income			
Clubhouse Rental Fees	\$4,000.00	\$10,000.00	(\$6,000.00)
Dues	\$108,250.00	\$108,500.00	(\$250.00)
Fines/Refunds	\$200.00	\$0.00	\$200.00
Reimbursed Legal Expenses	\$0.00	\$0.00	\$0.00
Uncategorized Income	\$40.00	\$0.00	\$40.00
Total Income	\$112,490.00	\$118,500.00	(\$6,010.00)
Gross Profit	\$112,490.00	\$118,500.00	(\$6,010.00)
Expenses			
Association Management	\$5,200.00	\$15,600.00	\$10,400.00
Annual Report	\$15.00	\$0.00	(\$15.00)
Christmas Decorations	\$0.00	\$2,325.00	\$2,325.00
Clubhouse Management	\$2,000.00	\$6,000.00	\$4,000.00
Bank fees & service charges	\$82.40	\$0.00	(\$82.40)
General Repairs	\$14,755.95	\$21,775.00	\$7,019.05
Sign Repairs	\$0.00	\$6,500.00	\$6,500.00
Insurance	\$0.00	\$6,000.00	\$6,000.00
Irrigation	\$0.00	\$500.00	\$500.00
Landscaping/Mowing	\$15,538.12	\$22,000.00	\$6,461.88
Total General Expenses	\$37,591.47	\$80,700.00	\$43,108.53
Legal & Accounting Services			
Accounting Fees	\$0.00	\$250.00	\$250.00
Legal Fees	\$0.00	\$0.00	\$0.00
Total Legal & Accounting Services	\$0.00	\$250.00	\$250.00
Office expenses			
Office Supplies	\$0.00	\$0.00	\$0.00
Signs	\$0.00	\$0.00	\$0.00
Software & apps	\$0.00	\$0.00	\$0.00
Total Office expenses	\$0.00	\$0.00	\$0.00
Security	\$884.04	\$2,650.00	\$1,765.96
Social Activities	\$886.82	\$4,000.00	\$3,113.18
Property Taxes	\$0.00	\$1,000.00	\$1,000.00

Utilities			
Electricity	\$1,672.62	\$8,100.00	\$6,427.38
Gas	\$1,628.49	\$2,000.00	\$371.51
Internet	\$525.10	\$2,200.00	\$1,674.90
Sewer	\$0.00	\$0.00	\$0.00
Water	\$1,335.14	\$17,000.00	\$15,664.86
Total Utilities	\$5,161.35	\$29,300.00	\$24,138.65
Web Hosting	\$0.00	\$600.00	\$600.00
Total Expenses	\$44,523.68	\$118,500.00	\$73,976.32
Net Operating Income	\$67,966.32	\$0.00	\$67,966.32
Other Income			
Interest earned	\$117.94	\$0.00	\$117.94
Late Fees/Fines	\$2,052.38	\$0.00	\$2,052.38
Total Other Income	\$2,170.32	\$0.00	\$2,170.32
Net Other Income	\$2,170.32	\$0.00	\$2,170.32
Net Income	\$70,136.64	\$0.00	\$70,136.64

Swim Club	Total to Date	2025 Budget	Difference
Income			
Pool Pass Fees	\$148,464.37	\$170,000.00	(\$21,535.63)
Expenses			
Pool Operations	\$23,411.56	\$112,160.00	\$88,748.44
Net Income	\$125,052.81	\$282,160.00	\$67,212.81
 Pool Renovation	 \$64,260.00	 \$400,000.00	 (\$335,740.00)