

**Copperfield Neighborhood Association Board**  
**July 8, 2025 Board Meeting Minutes**

**Present:**

Josh Fain  
Eddy DeMarcus  
Brent Hourigan  
Daniel Mercer  
Lauren Weissmueller  
Scott Pappas

Tammy Walters – Association Manager

**Absent:** Clifton Daugherty

**Minutes:**

Tammy Walters

**The July board meeting was called to order at 8:12 p.m. A quorum was present.**

**Minutes**

Upon motion duly made, seconded and carried unanimously, it was:  
RESOLVED, that the June 10, 2025 board meeting minutes were approved as amended.

**Introduction of Guests** - No guests were present.

**Outside Motions Prior to Meeting**

On June 17, 2025 upon motion duly made, seconded and carried unanimously, it was:  
RESOLVED, that the association would remodel the tennis courts and convert one of the courts to two dedicated pickleball courts.

On June 17, 2025 upon motion duly made, seconded and carried unanimously, it was:  
RESOLVED, that a new homeowner would be able to purchase a pool membership for 50% of the cost of a family membership, or \$325, when they close on their house at the end of July.

**Social**

- 4<sup>th</sup> of July Recap – The board discussed successes and opportunities from the event. One of the issues was the sound system as it was difficult to hear when you were a short distance away from the speaker. Other feedback included the need for potentially having categories for both girls and boys for sports. There could have been a few more additional pool activities for the kids.

**Treasurer's Report**

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

**Facilities**

- Tennis/Pickleball Court Remodel Update/Colors – Mr. Hourigan reported that the repair work is scheduled in August.

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

RESOLVED, that the color options would include a green border, blue courts and lighter blue “kitchen” as provided in an example.

- Front Stoop Sealer – This will be completed by Nathan next week.
- Flag Pole/Rope – Mr. Hourigan reported that the flag, rope and cleats have all been replaced.
- Front Entrance Sign – No update.
- Street Signs – Mr. Demarcus is waiting to hear from Nathan.
- General Repairs Update/Pool Bathroom Painting – Will take place in the off-season. Mr. Demarcus will get a quote next week. Mr. Fain is also getting a quote on a full refurbishment.
- Tennis Court Rules – Holding for repairs
- Seating in the Clubhouse – Mr. Hourigan reported that they had looked in the past and asked the board to keep an eye out for possibilities.
- Fence Work – Mr. Hourigan reported that everything will be marked by Thursday. They have been waiting for everything to dry up. 811 has been notified. Once marked, the work can begin.
- Entry Doors – Mr. Hourigan will have a quote for the doors soon.
- Landscaping Update – Mr. Hourigan address the dead limbs still in the pine trees and the irrigation system at the front entrance with Sharp Lawn.

### **Pool**

- Pool Remodel/Heater Update – Mr. Fain reported that they are waiting to hear back from the engineer from the gas company.
- Light Fixtures – Mr. Fain reported that there are several fixtures out. Those have been repaired except for two. One is bad and the new fixture is \$588 for incandescent or \$1,240 for LED.

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

RESOLVED, to replace up to two lights with LED lights as needed at a cost up to \$2,500.

- Popsicles – Mr. Hourigan has recently added two boxes and there were 3-4 boxes left.

### **Old Business**

- Street Parking – Mr. Fain is waiting to hear back from one of the neighbors regarding their decision.
- Trash Cans – Mr. Fain is awaiting pricing for continued cleaning of the trash cans.
- Roof Update – No update.

### **New Business**

- Clubhouse Supplies – A new \$200 gift card was purchased for clubhouse supplies.
- Security System Upgrades – Part of the contract includes a cleaning and inspection that will be completed soon. The company recommended adding a new camera to the system near the heater and filters at a cost of approximately \$2,000.

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

RESOLVED, to add a camera to the system near the heater and filters at a cost not to exceed \$2,000, plus additional monthly service.

- Lifeguard Party – August 10, close one hour early and hold event from 8:00 to 11:00 pm for 17 lifeguards with a budget of \$350 for food.

- Water Botter Filling Station – Mr. Fain provided a quote of \$2,500 to install a water bottle filling station.

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

RESOLVED, to add a water bottle filling station in the snack shack at a cost not to exceed \$2,500.

**Next Meeting Date**

- The next meeting will be held on August 18, 2025 at 8:00 p.m. due to school starting the day after the regularly scheduled meeting time.

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 9:36 p.m.

Respectfully submitted,  
Tamara Walters, Association Manager

**Property Management Report  
Copperfield Neighborhood Association  
July 2025 (June 11 – July 8)**

**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 99.31% - there are three outstanding accounts that have not paid dues and late fees and three accounts owe late fees only.
- Mailed late notices today.
- All accounts have been reconciled through June and available balances are indicated below.

***Managerial***

- Purchased a gift card for clubhouse expenses.

**Available Account Balances in Online Banking as of July 8, 2025**

**Copperfield Neighborhood Association**

- Central Bank Checking - \$6,592.07 (QB – \$6,418.04)
- South Central Bank CD - \$51,145.16
- South Central Bank Checking - \$47,755.54 (QB - \$38,746.89)
- South Central Bank Money Market - \$26,160.70

**Copperfield Swim Club**

- South Central Bank Checking - \$3,763.44 (QB - -\$8,885.82)
- South Central Bank Money Market - \$66,425.44

**Copperfield Neighborhood Association**  
**Budget vs Actual**  
**January 1 - July 8 2025**

	Total to Date	2025 Budget	Difference
<b>Income</b>			
Clubhouse Rental Fees	\$7,175.00	\$10,000.00	(\$2,825.00)
Dues	\$108,250.00	\$108,500.00	(\$250.00)
Fines/Refunds	(\$240.00)	\$0.00	(\$240.00)
Reimbursed Legal Expenses	\$0.00	\$0.00	\$0.00
Neighborhood Development Funds	\$2,500.00	\$0.00	\$2,500.00
Tennis Key Income	\$100.00	\$0.00	\$100.00
<b>Total Income</b>	<b>\$117,785.00</b>	<b>\$118,500.00</b>	<b>(\$715.00)</b>
<b>Gross Profit</b>	<b>\$117,785.00</b>	<b>\$118,500.00</b>	<b>(\$715.00)</b>
<b>Expenses</b>			
Association Management	\$9,100.00	\$15,600.00	\$6,500.00
Annual Report	\$15.00	\$0.00	(\$15.00)
Christmas Decorations	\$0.00	\$2,325.00	\$2,325.00
Clubhouse Management	\$3,500.00	\$6,000.00	\$2,500.00
Bank fees & service charges	\$112.40	\$0.00	(\$112.40)
General Repairs	\$24,443.71	\$21,775.00	(\$2,668.71)
Sign Repairs	\$0.00	\$6,500.00	\$6,500.00
Insurance	\$7,039.18	\$6,000.00	(\$1,039.18)
Irrigation	\$0.00	\$500.00	\$500.00
Landscaping/Mowing	\$20,082.93	\$22,000.00	\$1,917.07
<b>Total General Expenses</b>	<b>\$64,293.22</b>	<b>\$80,700.00</b>	<b>\$16,406.78</b>
<b>Legal &amp; Accounting Services</b>			
Accounting Fees	\$1,250.00	\$250.00	(\$1,000.00)
Legal Fees	\$0.00	\$0.00	\$0.00
<b>Total Legal &amp; Accounting Services</b>	<b>\$1,250.00</b>	<b>\$250.00</b>	<b>(\$1,000.00)</b>
<b>Office expenses</b>			
Office Supplies	\$57.43	\$0.00	(\$57.43)
Signs	\$0.00	\$0.00	\$0.00
Software & apps	\$0.00	\$0.00	\$0.00
<b>Total Office expenses</b>	<b>\$57.43</b>	<b>\$0.00</b>	<b>(\$57.43)</b>
Security	\$1,547.07	\$2,650.00	\$1,102.93
Social Activities	\$1,982.19	\$4,000.00	\$2,017.81
Property Taxes	\$0.00	\$1,000.00	\$1,000.00

<b>Utilities</b>			
Electricity	\$2,156.86	\$8,100.00	\$5,943.14
Gas	\$2,105.55	\$2,000.00	(\$105.55)
Internet	\$548.56	\$2,200.00	\$1,651.44
Sewer	\$51.95	\$0.00	(\$51.95)
Water	\$5,236.68	\$17,000.00	\$11,763.32
<b>Total Utilities</b>	<b>\$10,099.60</b>	<b>\$29,300.00</b>	<b>\$19,200.40</b>
Web Hosting	\$0.00	\$600.00	\$600.00
<b>Total Expenses</b>	<b>\$79,229.51</b>	<b>\$118,500.00</b>	<b>\$39,270.49</b>
<b>Net Operating Income</b>	<b>\$38,555.49</b>	<b>\$0.00</b>	<b>\$38,555.49</b>
<b>Other Income</b>			
Interest earned	\$1,853.01	\$0.00	\$1,853.01
Late Fees/Fines	\$2,102.38	\$0.00	\$2,102.38
<b>Total Other Income</b>	<b>\$3,955.39</b>	<b>\$0.00</b>	<b>\$3,955.39</b>
<b>Net Other Income</b>	<b>\$3,955.39</b>	<b>\$0.00</b>	<b>\$3,955.39</b>
<b>Net Income</b>	<b>\$42,510.88</b>	<b>\$0.00</b>	<b>\$42,510.88</b>

	<b>Total to Date</b>	<b>2025 Budget</b>	<b>Difference</b>
<b>Swim Club</b>			
<b>Income</b>			
Pool Pass Fees	\$184,679.73	\$170,000.00	\$14,679.73
<b>Expenses</b>			
Pool Operations	\$85,113.31	\$112,160.00	\$27,046.69
<b>Net Income</b>	<b>\$99,566.42</b>	<b>\$282,160.00</b>	<b>\$41,726.42</b>
<b>Pool Renovation</b>	<b>\$260,030.60</b>	<b>\$400,000.00</b>	<b>(\$139,969.40)</b>