

Copperfield Neighborhood Association Board
November 11, 2025 Board Meeting Minutes

Present:

Josh Fain
Clifton Daugherty
Eddy Demarcus
Brent Hourigan
Daniel Mercer
Scott Pappas
Lauren Weissmueller

Tammy Walters – Association Manager

Absent: None

Minutes:

Tammy Walters

The November board meeting was called to order at 7:43 p.m. A quorum was present.

Introduction of Guests – There were no guests in attendance.

Minutes

Upon motion duly made, seconded and carried it was:

RESOLVED, that the October 14, 2025 board meeting minutes were approved as amended.

Outside Motions Prior to Meeting – None

Social

- The Social Committee is still looking for additional members.
- Upcoming events include: Women’s Night – November 19 at 7:00 pm and Santa and Mrs. Claus at the Clubhouse – December 6 from 2:00 – 4:00 pm.

Treasurer’s Report

- Mrs. Walters provided the current accounts receivable summary, account balances, and profit and loss statement and answered all questions.
- Mrs. Walters reported that the LexServ credit for the swimming pool has been processed and there is now a credit of \$15,729.

Facilities

- Front Entrance Sign – Mr. Demarcus reported that it will be completed as soon as he can get to it.
- Street Signs – Mr. Hourigan provided a couple of options for replacement of sign blades and sign holders. Once the board decides, Mr. Demarcus will get a quote from Nathan to install the new items and turn the existing sign blades.
- General Repairs Update/Pool Bathroom Painting – Will take place in the off-season.
- Tennis Court Electronic Lock – The board discussed purchasing an electronic lock and will test its use.
- Tennis Court Rules – Holding for now.
- Water Bottle Fill Station – Holding for now.

- Landscaping Plans (Front Entrance and Playground) – Mr. Hourigan is keeping this on an ongoing list.
- Christmas Lights – The lights were put up today by Sharp Lawn.
- Entry Doors – The board determined that this project would need to wait until 2026.
- Landscape Lighting – Mr. Hourigan proposed getting estimates for new landscape lighting at some point.
- Parking Lot – Mr. Hourigan stated that the parking lot may need to be resealed in the spring.
- Islands – Mr. Hourigan added this to the list for future projects.

Pool

- Heater Covers – Mr. Mercer measured for covers. These will be purchased soon.
- Winter Maintenance/Chemicals Contract – Lexington Pools will continue to treat the pool monthly through the winter.

Old Business

- Clubhouse Furniture – The new furniture has been put together and is now in the clubhouse.
- Roof Insurance Claim – This issue is still in progress.

New Business

- 2025/2026 Property Management Contract Renewal
Upon motion duly made, seconded and carried unanimously, it was:
RESOLVED, that the association would renew the contract for an additional year at the same rate.
- 2026 Dues Notices – The board requested a mailing date of December 1.

Next Meeting Date

- The next meeting will be held on Monday, December 8 at 8:00 p.m.

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,
Tamara Walters, Association Manager

**Property Management Report
Copperfield Neighborhood Association
November 2025 (October 15 – November 10)**

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 outstanding but is continuing a payment plan); Payment rate for 2025 is 99.77% - there is one outstanding account that has not paid dues and late fees, and three accounts owe late fees only.
- Mailed late notices today.
- All accounts have been reconciled through October, and available balances are indicated below.

Available Account Balances in Online Banking as of November 10, 2025

Copperfield Neighborhood Association

- Central Bank Checking - \$257.16 (QB – \$79.08)
- South Central Bank Checking - \$3,778.34 (QB - -\$5,229.87)
- South Central Bank Money Market - \$41,262.45

Copperfield Swim Club

- South Central Bank Checking - \$1,072.63 (QB - -\$3,251.29)
- South Central Bank Money Market - \$7,909.38

Copperfield Neighborhood Association
Budget vs Actual
January 1 - November 11 2025

| | Total to Date | 2025 Budget | Difference |
|----------------------------------------------|---------------------|---------------------|----------------------|
| Income | | | |
| Clubhouse Rental Fees | \$13,045.00 | \$10,000.00 | \$3,045.00 |
| Dues | \$108,250.00 | \$108,500.00 | (\$250.00) |
| Fines/Refunds | (\$140.00) | \$0.00 | (\$140.00) |
| Reimbursed Legal Expenses | \$0.00 | \$0.00 | \$0.00 |
| Neighborhood Development Funds | \$2,500.00 | \$0.00 | \$2,500.00 |
| Tennis Key Income | \$200.00 | \$0.00 | \$200.00 |
| Total Income | \$123,855.00 | \$118,500.00 | \$5,355.00 |
| Gross Profit | \$123,855.00 | \$118,500.00 | \$5,355.00 |
| Expenses | | | |
| Association Management | \$14,300.00 | \$15,600.00 | \$1,300.00 |
| Annual Report | \$15.00 | \$0.00 | (\$15.00) |
| Christmas Decorations | \$0.00 | \$2,325.00 | \$2,325.00 |
| Clubhouse Management | \$5,500.00 | \$6,000.00 | \$500.00 |
| Bank fees & service charges | \$121.40 | \$0.00 | (\$121.40) |
| General Repairs | \$67,042.20 | \$21,775.00 | (\$45,267.20) |
| Sign Repairs | \$0.00 | \$6,500.00 | \$6,500.00 |
| Insurance | \$7,039.18 | \$6,000.00 | (\$1,039.18) |
| Irrigation | \$630.70 | \$500.00 | (\$130.70) |
| Landscaping/Mowing | \$27,983.47 | \$22,000.00 | (\$5,983.47) |
| Total General Expenses | \$122,631.95 | \$80,700.00 | (\$41,931.95) |
| Legal & Accounting Services | | | |
| Accounting Fees | \$1,250.00 | \$250.00 | (\$1,000.00) |
| Legal Fees | \$2,851.15 | \$0.00 | (\$2,851.15) |
| Total Legal & Accounting Services | \$4,101.15 | \$250.00 | (\$3,851.15) |
| Office expenses | | | |
| Office Supplies | \$57.43 | \$0.00 | (\$57.43) |
| Tennis Key Refund | \$20.00 | \$0.00 | (\$20.00) |
| Signs | \$0.00 | \$0.00 | \$0.00 |
| Software & apps | \$0.00 | \$0.00 | \$0.00 |
| Total Office expenses | \$77.43 | \$0.00 | (\$77.43) |
| Security | \$5,819.81 | \$2,650.00 | (\$3,169.81) |
| Social Activities | \$1,982.19 | \$4,000.00 | \$2,017.81 |
| Property Taxes | \$928.90 | \$1,000.00 | \$71.10 |

| | | | |
|-----------------------------|----------------------|---------------------|----------------------|
| Utilities | | | |
| Electricity | \$7,524.97 | \$8,100.00 | \$575.03 |
| Gas | \$3,140.98 | \$2,000.00 | (\$1,140.98) |
| Internet | \$1,240.33 | \$2,200.00 | \$959.67 |
| Sewer | \$11,221.47 | \$0.00 | (\$11,221.47) |
| Water | \$18,012.99 | \$17,000.00 | (\$1,012.99) |
| Total Utilities | \$41,140.74 | \$29,300.00 | (\$11,840.74) |
| Web Hosting | \$600.00 | \$600.00 | \$0.00 |
| Total Expenses | \$177,282.17 | \$118,500.00 | (\$58,782.17) |
| Net Operating Income | (\$53,427.17) | \$0.00 | (\$53,427.17) |
| Other Income | | | |
| Interest earned | \$3,304.07 | \$0.00 | \$3,304.07 |
| Late Fees/Fines | \$2,452.38 | \$0.00 | \$2,452.38 |
| Total Other Income | \$5,756.45 | \$0.00 | \$5,756.45 |
| Net Other Income | \$5,756.45 | \$0.00 | \$5,756.45 |
| Net Income | (\$47,670.72) | \$0.00 | (\$47,670.72) |

| | Total to Date | 2025 Budget | Difference |
|-------------------------|----------------------|---------------------|----------------------|
| Swim Club | | | |
| Income | | | |
| Pool Pass Fees | \$185,867.13 | \$170,000.00 | \$15,867.13 |
| Expenses | | | |
| Chemicals | \$11,551.06 | | |
| Contract Fee | \$71,205.00 | | |
| Equipment | \$3,494.58 | | |
| Landscaping | \$3,009.53 | | |
| Lifeguard Labor | \$25,693.57 | | |
| Popsicles | \$169.66 | | |
| Repairs and Maintenance | \$9,117.69 | | |
| Software | \$745.00 | | |
| Total Expenses | \$124,986.09 | \$112,160.00 | (\$12,826.09) |
| Net Income | \$60,881.04 | \$282,160.00 | \$3,041.04 |
| | | | |
| Pool Renovation | \$325,554.60 | \$400,000.00 | (\$74,445.40) |
| Interest on Loan | \$10,381.99 | | |