

**Copperfield Neighborhood Association Board**  
**December 8, 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 December board meeting was called to order at 8:00 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 November 11, 2025 board meeting minutes were approved.

**Outside Motions Prior to Meeting** – None

**Social**

- The Social Committee is still looking for additional members.
- Santa and Mrs. Claus at the Clubhouse were at the clubhouse on December 6.
- Ladies Night will take place on December 10.

**Treasurer's Report**

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

**Facilities**

- Fireplace – The Social Committee mentioned that the fireplace did not make a good backdrop for Santa and the clubhouse needs something to absorb sound. Mr. Demarcus said that he would contact someone to take a look.
- Front Entrance Sign – Mr. Demarcus will work on this.
- Street Signs – Mr. Pappas will provide a list of street signs to Mr. Demarcus.
- General Repairs Update/Pool Bathroom Painting – Will take place in the off-season.
- Tennis Court Electronic Lock – Holding for now.
- 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.
- 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 – This issue is on hold until spring.

#### **Pool**

- Pool Leak – Pipe Fitters is coming to inspect soon.
- Heater Covers – Covers have been purchased and installed.

#### **Old Business**

- Roof Insurance Claim – This issue is still in progress.
- 2026 Dues Notices – Notices were mailed December 1.

#### **New Business**

- DOR Violations Ongoing – A homeowner has an unfinished project that was approved in May and has requested a rental. The board discussed this issue and determined that the owner would be ineligible to rent the clubhouse as he is not in good standing with the HOA.

#### **Next Meeting Date**

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

There being no further business, upon motion duly made, seconded, and carried, the meeting was adjourned at 8:53 p.m.

Respectfully submitted,  
Tamara Walters, Association Manager

**Property Management Report  
Copperfield Neighborhood Association  
December 2025 (November 11 – December 7)**

**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 two accounts owe late fees only – one has paid.
- Mailed annual dues notices on December 1.
- All accounts have been reconciled through November, and available balances are indicated below.

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

**Copperfield Neighborhood Association**

- Central Bank Checking - \$3,191.87 (Zelle payments are still going to this account)
- South Central Bank Checking - \$5,218.44
- South Central Bank Money Market - \$31,355.59

**Copperfield Swim Club**

- South Central Bank Checking - \$3,028.71
- South Central Bank Money Market - \$3,923.89

**Copperfield Neighborhood Association**  
**Budget vs Actual**  
**January 1 - December 7 2025**

	Total to Date	2025 Budget	Difference
<b>Income</b>			
Clubhouse Rental Fees	\$14,045.00	\$10,000.00	\$4,045.00
Dues	\$108,250.00	\$108,500.00	(\$250.00)
Fines/Refunds	(\$40.00)	\$0.00	(\$40.00)
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
<b>Total Income</b>	<b>\$124,955.00</b>	<b>\$118,500.00</b>	<b>\$6,455.00</b>
<b>Gross Profit</b>	<b>\$124,955.00</b>	<b>\$118,500.00</b>	<b>\$6,455.00</b>
<b>Expenses</b>			
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	\$130.40	\$0.00	(\$130.40)
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)
<b>Total General Expenses</b>	<b>\$122,640.95</b>	<b>\$80,700.00</b>	<b>(\$41,940.95)</b>
<b>Legal &amp; Accounting Services</b>			
Accounting Fees	\$1,250.00	\$250.00	(\$1,000.00)
Legal Fees	\$2,851.15	\$0.00	(\$2,851.15)
<b>Total Legal &amp; Accounting Services</b>	<b>\$4,101.15</b>	<b>\$250.00</b>	<b>(\$3,851.15)</b>
<b>Office expenses</b>			
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
<b>Total Office expenses</b>	<b>\$77.43</b>	<b>\$0.00</b>	<b>(\$77.43)</b>
Security	\$6,062.02	\$2,650.00	(\$3,412.02)
Social Activities	\$1,982.19	\$4,000.00	\$2,017.81
Property Taxes	\$928.90	\$1,000.00	\$71.10

<b>Utilities</b>			
Electricity	\$8,124.33	\$8,100.00	(\$24.33)
Gas	\$3,284.72	\$2,000.00	(\$1,284.72)
Internet	\$1,414.64	\$2,200.00	\$785.36
Sewer	\$11,221.47	\$0.00	(\$11,221.47)
Water	\$19,786.19	\$17,000.00	(\$2,786.19)
<b>Total Utilities</b>	<b>\$43,831.35</b>	<b>\$29,300.00</b>	<b>(\$14,531.35)</b>
Web Hosting	\$600.00	\$600.00	\$0.00
<b>Total Expenses</b>	<b>\$180,223.99</b>	<b>\$118,500.00</b>	<b>(\$61,723.99)</b>
<b>Net Operating Income</b>	<b>(\$55,268.99)</b>	<b>\$0.00</b>	<b>(\$55,268.99)</b>
<b>Other Income</b>			
Interest earned	\$3,304.28	\$0.00	\$3,304.28
Late Fees/Fines	\$2,502.38	\$0.00	\$2,502.38
<b>Total Other Income</b>	<b>\$5,806.66</b>	<b>\$0.00</b>	<b>\$5,806.66</b>
<b>Net Other Income</b>	<b>\$5,806.66</b>	<b>\$0.00</b>	<b>\$5,806.66</b>
<b>Net Income</b>	<b>(\$49,462.33)</b>	<b>\$0.00</b>	<b>(\$49,462.33)</b>

	<b>Total to Date</b>	<b>2025 Budget</b>	<b>Difference</b>
<b>Swim Club</b>			
<b>Income</b>			
Pool Pass Fees	\$185,867.13	\$170,000.00	\$15,867.13
<b>Expenses</b>			
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		
<b>Total Expenses</b>	<b>\$124,986.09</b>	<b>\$112,160.00</b>	<b>(\$12,826.09)</b>
<b>Net Income</b>	<b>\$60,881.04</b>	<b>\$282,160.00</b>	<b>\$3,041.04</b>
<b>Pool Renovation</b>	<b>\$325,554.60</b>	<b>\$400,000.00</b>	<b>(\$74,445.40)</b>
Interest on Loan	\$12,425.91		