

Approved
6.24.21 JR

ROYAL COURT CONDO ASSOCIATION
Board of Directors' Meeting May 26, 2021

The May 26, 2021 meeting of the Board of Directors of Royal Court Condo Association was held at the CFM office and virtually.

ATTENDANCE: President Maureen Garvey, Alan Nelson, Wayne Smith, Christine Bifera, Edwin Brown, and Jennifer Reese, representative of Community First Management, were present. Frances Sellew, secretary, joined via video conferencing.

HOMEOWNERS' FORUM: No additional homeowners were in attendance.

The meeting was called to order at 3:33.

APPROVAL OF AGENDA: Mrs. Garvey asked for additions/changes to the agenda. The following items were added to New Business: Painting of brick columns attached to vinyl fencing on north and east sides of the condo association (from 1700 RPC around to 952 RCW) and the repair of gutter corner at 1700 RCC. **MOVED** by Ms. Bifera and seconded by Mr. Brown to approve the agenda as amended. The motion passed unanimously.

APPROVAL OF APRIL 22, 2021 MEETING MINUTES: MOVED by Mr. Nelson and seconded by Ms. Bifera to approve the minutes as written. The motion passed unanimously.

PRESIDENT'S REPORT: Mrs. Garvey has worked with Mrs. Reese, the Board, and the RCCA committees throughout the past month to be certain that the business of the community was addressed. The street lights that are out between 905 and 909 RCW have been reported and Mrs. Reese stated that Relay Electric continues to troubleshoot the problems. The front walls have been repaired and painted and the bushes have been trimmed to complete the last section of the front wall which is now ready to be painted. The asphalt needs to be re-sealed. Board members will inspect the streets so that companies bidding on the project will have specific information. Mrs. Reese will secure quotes based on those findings. The Board will aim for the road work to be done in September.

MANAGER'S REPORT: Mrs. Reese reviewed the work done by the management company during the past month. An estimate for gutter guards has been provided to replace those previously removed at 1728 and 1732 RPC. Estimates have been obtained for washing of vinyl fences. The spring inspection was done and non-compliance letters will be sent out shortly.

FINANCIAL REPORT: Ms. Bifera, the treasurer, stated that during the past month the Association continues to operate under budget.

COMMITTEE REPORTS:

1. **Landscape:** The committee has reviewed requests from homeowners regarding particular trees. The Board must approve the removal of any trees belonging to and maintained by the RCC Association as described in the Rules and Regulations. The front beds of several units will be reworked. Homeowners must defer to the committee regarding planting of perennials in the front beds.
2. **Rules and Regulations:** Mrs. Reese will forward the results of the spring inspection to the Board prior to the sending of non-compliance letters.

UNFINISHED BUSINESS:

1. **Cleaning of Vinyl Fences** – Following the review of the contracts presented, **MOVED** by Mr. Nelson and seconded by Mr. Brown to contract with McKown for one year cleaning. The motion passed unanimously.
2. **Gutter Cleaning** – **MOVED** by Mr. Smith and seconded by Mr. Brown to contract with McKown for four years to obtain two gutter cleanings per year. The motion passed unanimously.

3. **Replace of Gutter Guards at 1728 and 1732 RPC** – The quote by McKown for replacement of previously removed gutter guards was reviewed. **MOVED** by Ms. Bifera and seconded by Mr. Nelson to accept the estimate by McKown. The motion passed unanimously.

NEW BUSINESS:

1. **ARC Application** – **MOVED** by Mr. Nelson and seconded by Ms. Bifera to accept the ARC application request by homeowner at 1701 RPC. The motion passed unanimously.
2. **Repair of Gutter Corner at 1700 RCC** – The Board asked Mrs. Reese to contact Farris about inspection and repair.
3. **Painting of Brick Columns Attached to Vinyl Fencing on North and East Sides of the Condo Association (from 1700 RPC around to 953 RCW)** – Mrs. Reese was asked to obtain estimate from Farris.

At 4:38 **MOVED** by Mr. Nelson and seconded by Mr. Smith for the Board to move into Executive Session to discuss matters involving various homeowners' non-compliance issues and proposed changes to the RCCA Rules and Regulations. The motion passed unanimously... **MOVED** by Mr. Brown and seconded by Mr. Smith for the Board to move out of the Executive Session at 6:26 and reconvene in Open Session.

MOVED by Ms. Bifera and seconded by Mr. Brown to adjourn the meeting at 6:26.

The next RCCA Board meeting is scheduled for Thursday, June 24, at 3:30.

Frances Sellew, Secretary

Draft

HOMEOWNERS ARE REMINDED THAT ALL CONCERNS AND QUESTIONS MUST BE DIRECTED IN WRITING VIA E-MAIL OR LETTER TO JEN REESE AT CFM. jen@communityfirstmanagement.com