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ROYAL COURT CONDO ASSOCIATION
Board of Directors' Meeting March 25, 2021

The March 25, 2021 meeting of the Board of Directors of Royal Court Condo Association was held at the CFM office and virtually.

ATTENDANCE: President Maureen Garvey, Wayne Smith, Alan Nelson, and Jennifer Reese, representative of Community First Management (in person) with Christine Bifera, Edwin Brown, and Frances Sellew (via video conferencing.). Also by video conferencing, the following homeowner participated: Carole Brown.

HOMEOWNERS' FORUM: Ms. Bifera asked that the Board discuss the feral cat in the neighborhood.

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: Homeowners' Responsibilities, Proposed Power Washing of New Vinyl Fence, Feral Cat, and Irrigation. **MOVED** by Mr. Nelson and seconded by Ms. Bifera to approve the agenda as amended. The motion passed unanimously.

APPROVAL OF February 25, 2021 MEETING MINUTES: MOVED by Mr. Smith and seconded by Mr. Nelson 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. Mrs. Garvey and Ms. Sellew will deliver the Welcome Wagon packet to the four new homeowners. Ms. Sellew was thanked for updating the RCCA directory. Also, the following homeowners were thanked for distributing the new directory: Jo-Anne Seay, Marion Burns, Carole Brown, Mary Crell, Kathie Eitel, Betty Hammond, and Linda Nelson. It was stated that the wrong paint company was listed on the homeowners' responsibility information. The correct company is Spectrum Paint at the Regency Shopping Center on Laskin Rd (Ollie's/Plaza Bakery are there). The blue paint was put on each of the RCCA fire hydrants.

MANAGER'S REPORT: Mrs. Reese reviewed the work done by the management company during the past month. A defective GFI outlet was replaced at the front gate. Following a request for homeowners to serve on the Rules/Regs Committee, Ted Gardner volunteered.

FINANCIAL REPORT: Ms. Bifera, the treasurer, stated that during the past month there have been no significant expenses. The Board continues to operate under budget.

COMMITTEE REPORTS:

- 1. Landscape:** The committee will meet in April. New shrubs will be planted in the front beds at two condos. Homeowners may put annuals in the front beds but may not change or add perennials without permission of the committee and the Board. An additional irrigation outlet may need to be installed at the bed at the end of RCW. Ms. Reese will contact Irrigation Works to determine if the current heads can be adjusted to cover that area or if a new one is needed. The pansies at the front gate have not done well. The committee will work with the landscape company to decide what to put in next fall.
- 2. Rules and Regulations:** This committee is to consist of three people. Ted Gardner has volunteered to serve. Mrs. Reese will contact Jim Lewis to see if he is still willing to serve. In addition, Mrs. Reese will contact a CFM person about serving.

UNFINISHED BUSINESS:

1. **Street Signs** – Ms. Garvey showed the Board pictures of proposed signs with a cost of \$1,035.46. **MOVED** by Mr. Nelson and seconded by Mr. Smith that the Board move ahead with purchase of the signs with pineapple symbols. The motion passed unanimously.

NEW BUSINESS:

1. **Gutter Clean – Out** – Mrs. Reese will contact McKown to determine cost for spring and fall cleanouts (plus extra service for individual units as needed).
2. **Front Wall Quotes** – The Board reviewed several proposals for the repairing, cleaning, repointing, and painting of the front entrance walls. The Board chose Farris as a result of the excellent work they provided to RCCA on a different project. **MOVED** by Mr. Smith and seconded by Mr. Nelson to contract with Farris Enterprises to clean both sides of the front wall for \$4,100.00. The motion passed unanimously.
3. **Rules/Regs** – The Board was asked to review the list of homeowners' responsibilities in order to discuss at the April, 2021 meeting. The Board agreed that the new Rules/Regs committee would continue with twice yearly inspections with an interim follow-up inspection to the units before the second yearly inspection to ensure that the violations have been corrected.
4. **Power Washing of New Vinyl Fence** – The Board discussed the idea of pressure washing the vinyl fences and the time frame in which it should occur. Mrs. Reese will contact McKown to determine cost of low power washing with mild detergent for the once yearly cleaning.
5. **Feral Cat** – A cage will be put out to try to trap the cat and Animal Control will be requested for the pick-up.
6. **Irrigation** – Ms. Reese will determine if RCCA needs a new contract with Irrigation Works or if the annual contract rolls over.
7. **Tree Removal Request** – **MOVED** by Mr. Smith and seconded by Ms. Bifera to approve a request by the homeowner at 945 RCW to remove a large holly tree in the backyard at her own expense. The motion passed unanimously.

At 4:02, **MOVED** by Mr. Nelson and seconded by Mr. Smith for the Board to move into Executive Session to discuss matters involving various homeowners' violations. The motion passed unanimously. At that time, Mrs. Garvey asked Ms. Reese if any homeowner besides the Board was still at the meeting. It was determined that the homeowner had logged out. **MOVED** by Mr. Nelson and seconded by Mr. Brown for the Board to move out of the Executive Session at 5:20 and reconvene in Open Session. The motion passed unanimously. **MOVED** by Ms. Bifera and seconded by Mr. Nelson for Mrs. Reese to follow up with homeowners in violation. The motion passed unanimously. **MOVED** by Mr. Nelson and seconded by Mr. Smith to approve the work in the backyard requested by the homeowner at 949 RCW. The motion passed unanimously.

MOVED by Mr. Brown and seconded by Mr. Nelson to adjourn the meeting at 5:22.

The next RCCA Board meeting is scheduled for Thursday, April 22 at 3:30.

Frances Sellew, secretary

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