

# **The Courtyards of Carlisle, Unit Owners Association, Inc.**

## **October Meeting Minutes**

**October 16, 2023**

**Board Members in attendance:** Pamela Jones, Stephanie Taylor, Linda Wilson, Jacqueline Moser

**Hershey Real Estate Services Personnel in attendance:** Calvin Yoder

The meeting was called to order at 6:03 PM.

- **Quorum:** Quorum was established.
- **Approval of Minutes** from August 21, 2023 minutes, motion made, seconded and passed.

### **Old Business**

- **Rental Update** – There are now 28 fully compliant rental properties in the community. That is the limit of rentals for the community.
- **Unresolved maintenance issues update** – The recent rain has led to a few residents experiencing roof issues. Residents are reminded to send any maintenance issues to Cal. E-mail is the best method to get in touch with Cal.
- **Delinquent Accounts** – We continue to work on collecting from delinquent accounts. One of the larger delinquent accounts made a payment and are now up to date.
- **2024 Landscaping/Snow Removal Contract Bids** – The board puts out bids for services on a regular basis to ensure we are receiving a fair rate and are not being overcharged, Carns will provide snow removal services for this winter season. A decision on the landscaping contract for 2024 will be made at a later date.
- **Tree Trimming Around No Parking Signs/Bushes within Two Feet of Buildings** – In preparation for the siding project, the board hired a landscaper to remove all bushes and shrubs that were less than two feet away from the building. The funds for this work came from the mulching budget. The board previously made the decision not to mulch this season. Going forward, we will maintain the two-foot distance guideline for future plantings.
- **Siding Project** – Work is tentatively scheduled to begin on Monday, October 30. Lemus has provided a sitemap detailing the order of work. As part of this project, gutters, outside lamps, and unit numbers will be replaced. Samples were shown of the new siding, which will be two different shades of gray (one for the outside units and one for the middle units). Cal will be mailing out a form for owners to return asking them how they wish to pay the

assessment \$15,000 up-front or monthly. If no response is received, it will be assumed that unit is paying the \$15,000 up-front.

#### **New Business**

- **Homeowner Reminders** – Residents are reminded to remove their hoses from the outside spigot before the weather gets colder.

#### **Question & Answer Period**

- **Adjourn**  
The meeting was adjourned at 6:33 PM by unanimous consent.