

The Courtyards of Carlisle, Unit Owners Association, Inc.
February Meeting Minutes
February 17, 2025

Board Members in attendance: Pam Jones, Stephanie Taylor, Christopher Lewis, Jacqueline Moser

The meeting was called to order at 6:01 PM.

- **Quorum:** Quorum was established.
- **Approval of Meeting Minutes** from December 20, 2024, motion made, seconded, and passed.

Old Business

- **Unresolved maintenance issues update:** Work orders have been processed for two reported roof leaks; two lampposts are out.
- **Delinquency Update:** Board continues to follow the late fee policy. Two properties are under judgement, one is foreclosure, and one is in negotiations.
- **Rental Update:** We remain at maximum capacity for rentals. All rental properties are in compliance.
- **Water Intrusion Project Update:** Members First loan is finalized. Lemus will return in the spring. Please report any issues you may have to Cal.
- **Paving & Sealing:** Board continues to obtain bids for sealing and paving of all driveway areas.

New Business

- **AVR – 54 Courtyard Drive:**
Action Item: A motions was made, seconded, and passed to approve an AVR for window replacement at 54 Courtyard Drive.
- **Property Management Name Change:** Hershey Real Estate is now part of Trademark Real Estate, based in Lancaster. For the community, this is primarily a name change. Cal will continue to work with the Courtyards. A letter has been sent to all property owners. The most notable change will be where assessment payments get sent to. This information is covered in the letter sent out.

- **Resignation:** Jacqueline Moser has sold her property in the Courtyards and will resign from the board. The board will work to appoint her replacement.

HOA Reminders:

- There are new trash rates for 2025. Information is detailed on the Borough's website, www.carlislepa.org/trash. We ask that all homeowners adhere to these guidelines to avoid additional fees from the HOA.

Question & Answer Period

Next Monthly Meeting will take place on March 17 at 6:00 p.m. at the Stuart Community Center. The Board meets the 3rd Monday of every month.

- **Adjourn**

The meeting was adjourned at 6:14 PM by unanimous consent.