

**TU CASA HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
September 20, 2023
REGULAR MEETING MINUTES**

BOARD MEMBERS PRESENT

Keyur Nagrik	President
Linda Shafer	Treasurer
Kevin McAllister	Vice President
Kathleen Rohan	Secretary
Paul Tecker	Member at Large

BOARD MEMBERS ABSENT

None

ALSO PRESENT:

Cori Shipp	Community Association Manager
Amanda Upchurch	Community Association Manager

As well as one homeowner

CALL TO ORDER:

The Meeting was called to order at 5:33 P.M. and was held at the Community Clubhouse.

OVERVIEW OF EXECUTIVE MEETING:

The Board reviewed delinquencies, disciplinary actions and approved the Executive Meeting Minutes from the prior meeting.

PRESIDENTS REPORT:

The President held his report to deliver in the Annual Meeting.

OPEN FORUM:

Request from Unit 5 for more significant trimming of Tipuana Tree.

MEETING MINUTES:

The Board reviewed the previous Regular Meeting Minutes. *Upon a Motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:*

RESOLVED; to approve the Regular Minutes from July 26, 2023 as written.

COMMITTEE REPORTS:

Maintenance/Landscape – Linda asked to have the annual hydro jetting done on all the common area drains and clean outs in garages 10, 29,22 and 14.

Communications – Linda reported she is continuing to maintain the website. Also discussed posting notice for delivery drivers to inform them to park on the public street. Approval was given to Linda Shafer to renew website for 2024 at approximate cost of \$300.00.

Rules - Paul stated there was nothing to report this month.

Architectural – Keyur reported the Board approved installing security cameras and suggested 10 to 12 cameras would be ideal and will need to be battery operated. *Upon a Motion made by Linda Shafer, seconded by Keyur Nagrik, and carried, it was:*

RESOLVED; to approve letting Keyur spend up to \$1,500 on this project.

UNFINISHED BUSINESS:

- **Ratify amended rules** - *Upon a Motion made by Linda Shafer, seconded by Keyur Nagrik, and carried, it was:*

RESOLVED; to approve the amended rules that were recently sent out for 28 day review.

- **Railings – Upon a Motion made by Linda Shafer, seconded by Keyur Nagrik, and carried, it was:**

RESOLVED; to approve the bid from NCCB in the amount of \$63,560 to install pickets between the gaps on all walkway area railings in order to bring them up to code and satisfy insurance.

- **Trimming of tree in front of unit 5 –** The Board agreed not to allow the owner of unit 5 to hire their own tree trimmer. The Board does not want to have additional trimming done but the owners are welcome to attend the next meeting to discuss further with the Board. The Board did agree to routinely trim the tree though to keep it thinned out.

NEW BUSINESS:

Homeowner correspondence on parking – Upon a Motion made by Linda Shafer, seconded by Keyur Nagrik, and carried, it was:

RESOLVED; to approve amending the Rules to allow residents to park in the parking lot for 7 days at a time and if its going to be longer to notify management for approval.

- **Janitorial rate increase – Upon a Motion made by Linda Shafer, seconded by Kathleen Rohan, and carried, it was: RESOLVED; to approve the janitorial contract increase.**
- **Repair drinking fountain by pool –** Tabled until other priority items are taken care of.
- **Review contracts –** The Board asked to have the Pest Company provide a picture of the plexiglass used for a bird deterrent once they are done. The Board discussed a bid to have mesh installed to keep snakes from going under the patios but agreed not to approve it. Keyur reported he will have Direct TV come out to provide a quote to compare with the current contract with Spectrum.
- Board unanimously approved hosting a community event including a taco cart with a not to exceed amount of \$400.00.

FINANCIALS:

The current financials were reviewed. **Upon a motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:**

RESOLVED: to receive and file the August 2023 financials to date, pending a year-end financial Review, by a Certified Public Accountant.

- Treasurer requested management advise if we need to pay back money to our Reserve Account (Reserve dollars that were used to meet Operating Expenses).
- Resolution made to reimburse our reserves as required by 7/31/2024.
- MTA Sept 2023 Financials to date pending a year-end financial review by an independent CPA.
- CPA- Upon a motion duly made by Linda Shafer, seconded by Paul Tecker and unanimously approved carried, the Board approved to move forward with the CPA engagement letter.

NEXT MEETING DATE:

Scheduled for November 15, 2023

ADJOURNMENT:

Upon a Motion made by Linda Shafer, seconded by Kevin McAllister, and carried, it was:

RESOLVED; to approve adjourning the Regular Meeting at 6:48 p.m.

Approve: _____

Date: _____