

Copperfield Board Meeting
Sunday, October 12, 2008
7 – 9 pm

In attendance: Ron Gilbert, John Hayek, Paul Drake, Jason Parks, Charlie Gancio, Gene Ferguson, Melissa Schwarzell

Ron Gilbert began the meeting. The following were discussed:

- 1) Update Directory – The group discussed methods for updating the neighborhood directory. It was decided that Melissa would update the form, and that it would be distributed door to door.
- 2) Tennis Courts-
 - a. There was discussion about locking the tennis courts. Keys would be provided, for a nominal fee, to any interested residents. This would prevent unnecessary wear and tear due to activities other than tennis. Gene explained that facilities had been working on finding a lock system that would be both effective and convenient. The board expressed support for the idea.
 - b. There was discussion regarding the lessons that had been conducted on the courts (as well as other business-related activities on the common property.) The group expressed a desire to look into liability & legal issues related to this.
- 3) Financials / Contracts – Ron said that we should assemble all of our written contracts. John Hayek pointed out that he would need to see anything that was related to neighborhood finances. The following contracts were discussed:
 - a. Landscaping
 - b. Home City Ice
 - c. Pepsi
 - d. Pool Management
 - e. Office Management
 - f. Board & Swim Team (no finances related to this)
- 4) Clubhouse Kitchen Improvement
 - a. Bids- Charlie said that he and Dan Stone were creating a bid request in order for each of their individual bids to match in terms of work to be done. This bid request would be given to a third source, when one is found.
 - b. Necessity – The group asked what the motivation for the remodel was. It was explained that the kitchen lacked any stovetop whatsoever and that this had been an issue. The kitchen oven is also malfunctioning- another issue which had drawn complaints. The improvements were aimed at resolving these and other issues.

- c. Timeline- It was discussed that they needed approximately 4 weeks to receive products and approximately 4 days to complete the improvement. The group recognized a need to make decisions in a timely manner on the project, so that it could be completed in time for the busy holiday rental season.
- 5) Reserve Fund / Interest-Bearing Accounts- The desire to place CNA funds into interest bearing accounts was discussed. The possibility of placing a portion of the CNA's funds (funds not budgeted toward routine expenses) into a CD was also discussed. John Hayek, our new Treasurer, requested time to become familiar with our financial situation prior to pursuing these changes.
- 6) By-Laws – At the annual meeting, CNA members indicated interest in a change of by-laws that would require property owners to conduct background checks on renters or to somehow restrict rentals to persons with criminal backgrounds. Ron suggested this might be a good year to again try to amend the by-laws.
- 7) Outstanding Dues – A number of methods were discussed for how to deal with outstanding dues. Options discussed included:
 - a. proceeding with liens (pending legal advice)
 - b. publicizing delinquencies on paper and on our website (a method used effectively by other neighborhoods)
 - c. a 3-tier letter sequence followed by liens & publicity
 - d. reporting delinquent households to credit reporting agencies
- 8) Seasonal Flowers – These should be changing soon
- 9) Holiday Lights in Clubhouse – It was reported that a volunteer, Terri Young, did this last year and would be contacted.
- 10) Upcoming Social Events- A super bowl party and wine and cheese party are in the works.
- 11) Orientation & Greeting Letter for New Homeowners – Melissa will draft one
- 12) Neighborhood Watch / Recent Burglaries – It was reported that one of the burglars associated with the recent area burglaries had been caught. Ways to increase neighborhood watch efforts were discussed.
- 13) Snack Shack- Charlie pointed out that the Shack made \$128 last summer. He said this was a little lower than normal due to closures on low-volume days. The possibility of keeping the Snack Shack open even during low-volume times was brought up, even if it means operating at a loss. The Shack is primarily run as a service.

14) Bathroom Improvements- A desire to make the clubhouses outdoor bathrooms nicer was expressed.

15) Clubhouse Management Input:

- a. The clubhouse manager, who stopped in, requested that we begin a schedule for deep-cleaning the carpets.
- b. Clubhouse manager said that renters have requested a sign which expressly labels the clubhouse, so that people unfamiliar with the property can identify it. It was also discussed that having the address of the clubhouse displayed more prominently would be helpful to residents- in regards to food delivery and emergency medical needs.
- c. Clubhouse Manager also requested that labels be added to the light switches, to eliminate confusion. She said that renters sometimes called her because they couldn't figure out how to turn on various fans or lights.

16) Next Meeting: A meeting is expected in November