

MEETING MINUTES
THE GARDENS of CASTLEGATE OWNERS' ASSOCIATION
Board of Directors Meeting
Wednesday, January 25, 2023

Call to order 5:03 PM

Establishment of quorum

President, Justin
Members present: Justin, Tom, JR, and Shonda
Management: Sandie
Members absent: Jack and David
Visitors: Lynn Robinson

Review/acceptance of minutes

Secretary, Shonda

Minutes from email meeting October 26, 2022; Tom motioned to approve the minutes, Jack 2nd the motioned carried on October 27, 2022, via email. *These are posted on the website.*

Minutes from Annual Meeting Sept 15 – motion to approve by JR and 2nd to the motion by Tom, carried on January 25, 2023, and already posted on the website.

Treasurer's report

Treasurer, Tom

Review of Financial Reports
4th Quarter Comparison Report
review and decisions to move \$4500 balance. Justin made the motion and JR second, carried.

Motion to approve report by Justin and second by JR – carried.

Management report

Neighborhood Partners, Sandie

- Review A/R
 - Billed \$60,900
 - Balance due \$42,000
- Lien Status – none
- Resident Property Status - 29
 - Residents - 25
 - Weekend – 3
 - Rentals - 1 2305 Scotney
- New Residents – none
- No concerns filed.

Finished Business

Annual Meeting follow up:

- Date change for the Annual meeting to be noted in the ByLaws – was complete and posted on website.
- Notice Annual Meeting to be sent via email ilo of USPS noted in the ByLaws – was complete.
- Meeting of new board after Annual Meeting and election of the positions – process outlined.
- Wish list from owners was reviewed.

Unfinished Business

Pavers at front entrance – Sandie has bid from Larry's paving for concrete stamp - bid was rejected. Decided to see if Hart can schedule work in February. Justin will follow up with him and let us know.

Irrigation repairs – north cul-de-sac. Estimates reviewed. Justin met with them, scheduled to repair, along with other irrigation issues (front by Lion), controllers for cul-de-sac, entrance drip system, and water by paver areas that are flooding. Justin will follow up, and Amy will also confirm with email. Justin will follow up with details in an email among the board for review.

The landscape committee can review options after repairs are completed.

New Business

Resident asked if we can add a paint stripe to mark exit gate “safe distance” - \$715 Precision Pavement. We will look at a different approach for pricing. Item tabled and will review other options.

Fountain was going off due to electric tripping – evidently the guy came by and corrected it.

Post the lawn service information – when they mow and mulch.

Communication with neighborhood

Reminder: Each homeowner is responsible for irrigation systems.

Reminder: Maintenance information – e.g. garage doors, shingles, bricks, fencing, etc.

*Need to check website and make sure the correct information is posted. Send that information to Sandie.

Adjournment 5:46PM

Documents:

Emailed: Annual meeting minute draft
4th Quarter Comparison Report
P&L Report
Balance Sheet