

**CAMPUS WALK HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES**

**DATE:** February 9, 2009  
**TIME:** 5:00PM  
**PLACE:** Study Lounge

**CALL TO ORDER:**

Mrs. Lax called the Meeting to order at 5:11 PM.

**ROLL CALL:**

Present: Jeremy Moselle, President  
Vincent Catalano, Vice President  
Cynthia Haines, Secretary via telephone

Absent: Lance Gatewood, Treasurer  
Pamela Farris, Member at Large

Management

Representatives: Debbie Tolton  
Kim Lax, CAAM, CMCA, AMS  
John Price, CMCA, AMS, LSM

**QUORUM: (3)**

A quorum must be present to conduct a lawful meeting.

**GUEST SPEAKER:** Mr. Ken McCain with the Law offices of John Chaix attended the meeting to discuss process for the Construction Defect issue with the Board of Directors. He reported that a letter and ballot was forwarded to all homeowners in Campus Walk regarding the next step in the process, which is to obtain 75% approval from the homeowner to proceed with the lawsuit. To date, they have received 27 in favor of moving forward.

**HOMEOWNERS' INPUT / ATTENDANCE:**

- Andrew Natale Unit 103 was in attendance to observe the meeting
- Daniel Bloss Unit 235 was in attendance to observe the meeting
- Duane Bateman Units 119/115 was in attendance to observe the meeting and to obtain additional information regarding the Construction Defect.

**APPROVAL OF MINUTES OF LAST MEETING:**

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of January 12, 2009. The motion was seconded. Discussion ensued. The motion passed unanimously.

**PRESIDENT'S REPORT – Mr. Moselle**

A formal report was deferred, as Mr. Moselle will offer comments and information relating to agenda items at the time they are introduced.

## **TREASURER'S REPORT – Ms. Lax in Mr. Gatewood's absent**

### **January financial as submitted by Y Cross Management**

Operating 1 <sup>st</sup> National	\$7,297.92
Operating (US Bank)	\$1,456.80
Reserve 1 <sup>st</sup> National	\$48,260.61
Delinquent Fees	\$8,203.66
Prepaid Fees	\$9,568.02
Unpaid Bills	\$ -

- A **MOTION** was made to accept the Treasurer's Report for the period ending January 31, 2009. The motion was seconded. Discussion ensued. The motion passed unanimously.

### **USBANK SIGNATURE CARDS**

The Management team presented the Board of Directors with bank signature cards to establish the bank accounts with USBank.

### **DELINQUENT ACCOUNTS**

The Board of Directors reviewed the Association's Collection process with Cadden Community Management. Cadden Community Management was instructed to send a reminder notice to homeowners who are 30-days in arrears and to proceed with Cadden Community Management's Internal Collection Department on any owners who are 60-days in arrears.

- A **MOTION** was made to for Cadden Community Management to send a reminder notice to homeowners who are 30-days in arrears and to proceed with Cadden Community Management's Internal Collection Department on any owners who are 60-days in arrears. The motion was seconded. Discussion ensued. The motion passed unanimously.
- A **MOTION** was made to authorize Cadden Community Management to sign the liens, on behalf of the Association, placed on the Units that are 90-day in arrears. The motion was seconded. Discussion ensued. The motion passed unanimously.

### **2009 ANNUAL MEETINGS**

The Board of Directors discussed scheduling the 2009 Annual Meeting. All terms are up for election. Jeremy Moselle, Cynthia Haines and Lance Gatewood are seeking re-election to the Board. Daniel Bloss Unit 235 and Kathleen Kinley Unit 242 are seeking election to the Board.

- **ACTION TAKEN:** The Board of Directors established March 23, 2009 as the date of the annual meeting. The meeting will be held in the Study Lounge beginning at 5:00pm.

### **APPROVAL OF POOL CONNECTION CONTRACT:**

The Board of Directors reviewed the contract submitted from Pool Connection for servicing the pool three times a week (Monday, Wednesday and Friday) at a cost of \$240.00/month. The contract was re-submitted due to the recent management company change.

- A **MOTION** was made to approval the contract submitted from Pool Connection for servicing the pool three times a week (Monday, Wednesday and Friday) at a cost of \$240.00/month. The motion was seconded. Discussion ensued. The motion passed unanimously.

### **REESTABLISHMENT OF DICTOGRAPH CONTRACT:**

At the request of Dictograph, the Board of Directors re-signed the contract for patrol of the community due to the recent management company change.

### **HOMEOWNER CONTACT INFORMATION:**

The Board of Directors discussed the request from Cadden Community Management to include post card return type mailing with the Annual Meeting notice to obtain current contact information from all homeowners.

- A **MOTION** was made to allocate the funds for the homeowner contact information mailing. The motion was seconded. Discussion ensued. The motion passed unanimously.
- A **MOTION** was made to authorize Cadden Community Management to undertake routine maintenance jobs for the HOA and to pay the resultant bills, not to exceed \$1,000/month. A report of the expenses will be presented at each Board meeting for Board ratification. The motion was seconded. Discussion ensued. The motion passed unanimously.

### **GATES:**

Discussion ensued regarding the gates in the community. It was suggested by Ms. Haines to invite the residents to a meeting to discuss the continued vandalism of the gates.

- **ACTION TAKEN:** The Board of Directors instructed Management to proceed with obtaining several options regarding the gates for review at the next Board meeting. Mr. Price indicated he would have something for the Board of Directors to review within two weeks.

### **TOWING**

The Board of Directors reviewed the towing policy in place. B&C Towing has been instructed not to tow vehicles at this point. Discussion ensued regarding options regarding the random towing and other options available to the Board. It was suggested to re-number the parking spaces in an attempt to assist in tracking vehicles.

- A **MOTION** was made to authorize Cadden Community Management contact the Association's attorney to obtain available options. The motion was seconded. Discussion ensued. The motion passed unanimously.

### **NOTICE OF RECORDING**

A signature was obtained by Mr. Moselle for the Notice of Recording for new management company to be filed with Pima County as required by State Statute.

### **DUMPSTERS:**

Ms Lax reported to the Board of Directors on the possible relocation of the City of Tucson dumpsters in order to re-gain the parking spaces. It was determined after the meeting with the City of Tucson representative that if the dumpster on 2<sup>nd</sup> Street was re-located where the stucco pillar is (after removal) and the dumpster on 1<sup>st</sup> Street was re-located closer to the sidewalk, there could be room to regain the two parking spaces. The parking lot would need to be re-striped and numbered.

- **ACTION TAKEN.** The Board of Directors instructed Management to proceed with obtaining additional information to re-locate the dumpsters.

### **OFFICE OPERATIONS**

Per the contract with Cadden Community Management, the on-site HOA office will be manned Monday – Friday 1:00pm – 5:00pm. The Board of Directors reviewed the Cadden Community Management's holiday schedule.

- A **MOTION** was made to adopt the Cadden Community Management holiday schedule. Cadden Community Management will ensure signage is placed to notify homeowners and residents that the office is closed as required. The motion was seconded. Discussion ensued. The motion passed unanimously

### **MANAGER'S REPORT:**

The Board of Directors reviewed the written report of Manager's action items.

- **ACTION TAKEN.** The Board of Directors instructed Cadden Community Management to obtain a detailed checklist of Oscar's time and duties.

#### **ITEMS AS WARRANTED:**

##### **Burns Pest monthly contract**

- A **MOTION** was made to approve the contract for Burns Pest for monthly service at a cost of \$75.00. The motion was seconded. Discussion ensued. The motion passed unanimously

##### **Burns Pest – Pigeon removal**

The Board of Directors reviewed a proposal submitted by Burns Pest to remove a pigeon nest near Unit 234. Immediately upon the removal of the pigeons, the hole will need to be repaired.

- A **MOTION** was made to approve the contract for Burns Pest to remove the pigeons from the hole near Unit 234 at a cost of \$195.00. Immediately following the removal, Oscar is to repair the hole. The motion was seconded. Discussion ensued. The motion passed unanimously

##### **Sensor lighting**

The Board of Directors reviewed a proposal received by Dean's Plumbing to install II sensors around the community for the exterior lights.

- **ACTION TAKEN.** The Board of Directors instructed Cadden Community Management to obtain a additional proposals in detail (to include a map of where the sensors will be installed) for review at the next meeting.

##### **Insurance Claim**

Ms. Lax presented an invoice received on February 6, 2009, from State Farm regarding a claim presented by the owners of Unit 141 in the amount of \$6,443.04. The Board of Directors was not aware of any reported leaks for this Unit.

- **ACTION TAKEN.** The Board of Directors instructed Cadden Community Management contact Y Cross Management Company to see if they were aware of any reported leak.

##### **Antech Gate repair**

Mr. Moselle inquired about a proposal that was previously approved for Antech to flip gates and replace hinges with Gorilla hinges as well as cover/patch flat-bar holes resulting from this work. Ms Tolton reported to the Board of Directors that Antech indicated the repair was completed and they were sending her written confirmation. Ms. Tolton will update the Board as information is received.

##### **NEXT MEETING DATE:**

The next Board meeting was scheduled for March 2, 2009 5:00pm in the Study Lounge

##### **ADJOURNMENT:**

- A **MOTION** was made to adjourn the regular business meeting at 7:17pm.