

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

DATE: July 12, 2012
TIME: 5:00 p.m.
PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order at 5:00 P.M. by President, Donna Catalano

ROLL CALL:

Donna Catalano, President	Larry Grove, Vice President
Dick Carter, Member at Large	Daniel Bloss, Treasurer
ABSENT: Cynthia Haines, Secretary	
Management	
Representative:	Debbie Tolton

QUORUM: (3)

A quorum must be present to conduct a lawful meeting. Quorum was established with the attendance of four (4) Directors.

APPROVAL OF MINUTES OF LAST MEETING:

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of June 12, 2012. Motion was seconded. Motion passed unanimously.

TREASURER'S REPORT:

JUNE Financials:

Operating (US Bank)	\$ 17,829.18
Petty cash	\$ 100.00
Reserve (US Bank)	\$200,237.73
Reserve (Mutual of Omaha)	\$201,136.07
Delinquent Fees	\$ 12,396.36
Prepaid Fees	\$ 12,024.36
Unpaid Bills	\$ -0-

- A **MOTION** was made to accept the Treasurer's Report for the period ending June 30, 2012. Motion was seconded. Motion passed unanimously.
- Mr. Bloss reported he is reviewing the bank statements and has some questions. Has a question on the reporting of Reserve expenses. Manager offered scheduling a meeting with the Financial Manager, Susan Rodriguez, to clarify. Mr. Bloss declined; would prefer waiting until September.

- Manager to put together a comparison of water, gas and electrical usage for the past two years.

RATIFICATION OF EXPENDITURES UNDERTAKEN ON BEHALF OF HOA:

- A **MOTION** was made to ratify the expenditures of \$100.07 paid by Cadden Management on behalf of the HOA in July 2012. Motion was seconded. Motion passed unanimously.

MANAGER'S REPORT:

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

- Manager to schedule inspection of toilets, sinks in all units to ensure not leaking.
- Working on getting tablets from City to detect leaking in toilets.
- HOA office will be open Saturday, August 18th from 11am-3pm
- Mr. Bloss requested to be notified prior to work commencing on Building 6.

ITEMS AS WARRANTED:

- Reviewed current Tow Policy. Further discussion tabled until next meeting.
 - Points of consideration: Registration of vehicles, warning system
- Annual Meeting – **MOTION** was made to hold Annual Meeting on Saturday, October 20th at 12 Noon. Motion was seconded. Motion passed unanimously.
- Nautilus Proposals. Further discussion tabled. Manager to request warranty information and maintenance requirements. Once received, information to be emailed to Board.
- **MOTION** made to approve installation of security lockbox by Dictograph. Motion was seconded. Motion passed unanimously.
- Establishment of "quiet hours" was reviewed. Manager to add this topic to next month's agenda.

NEXT MEETING DATE:

The next Board meeting to be held on August 16, 2012 at 5:00 p.m.

ADJOURNMENT:

- **MOTION** to adjourn the regular business meeting was made at 7:45 p.m.

Board convened to Executive Session to review delinquencies.

Respectfully Submitted by:
Debbie Tolton, Minute Taker / Association Manager