

- Mr. Burns assured Board that Nautilus will be available to assist with diagnosing any issues that may come up.

HOMEOWNERS' INPUT / ATTENDANCE:

- Vince Catalano – Unit 134
- Suzette Avetian – Unit 227

****** Board convened into Executive Session (scheduled hearings)**

Board resumed regular session at 6:25 p.m.

APPROVAL OF MINUTES OF LAST MEETING:

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of **November 15, 2012**. Motion was seconded. Motion passed unanimously.

TREASURER'S REPORT: Dick Carter

November Balances:

Operating (US Bank)	\$ 9,953.95
Petty cash	\$ 100.00
Reserve (US Bank)	\$ 56,650.04
Reserve (Mutual of Omaha)	\$201,346.96
Delinquent Fees	\$ 9,889.53
Prepaid Fees	\$ 7,012.44
Unpaid Bills	\$ -0-

December Balances:

Operating (US Bank)	\$ 10,939.91
Petty cash	\$ 100.00
Reserve (US Bank)	\$ 62,071.38
Reserve (Mutual of Omaha)	\$201,389.71
Delinquent Fees	\$ 11,729.53
Prepaid Fees	\$ 7,872.44
Unpaid Bills	\$ -0-

- A **MOTION** was made to accept the Treasurer's Report for the period ending November 30, 2012 and December 31, 2012. Motion was seconded. Motion passed unanimously.
- Mr. Carter requested that manager provide spreadsheet comparing actual of 2012 vs. 2011.
- We need to be diligent with expenses; in 2012 we were over in utilities, 2013 will be a challenging year.
- 2012 – Performed better than budgeted.

RATIFICATION OF EXPENDITURES UNDERTAKEN ON BEHALF OF HOA:

- A **MOTION** was made to ratify expenditures of \$43.61 paid by Cadden Management on behalf of the HOA in December 2012. Motion was seconded. Motion passed unanimously.

MANAGER'S REPORT:

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

- Shared incident concerning unit 106.
- **MOTION:** to approve \$75.00 charge for Association Manager services on December 27, 2012 to address water situation at Midnight. Motion was seconded. Motion passed unanimously.
- Mr. Bloss requested in future, Manager to send email to Board advising of this type of situation.
- Received pricing from Nautilus on the two areas of concern: Wood paneling by units 137/237 - \$1,410.00 and window well for unit 229 - \$545.00. Bids will be forthcoming for the Board to review.

ITEMS AS WARRANTED:

- ARC Request – Unit 106 – installation of security door (sliding glass door). Tabled. Laundry Room (proposal submitted) - Further discussion tabled until February meeting. Representative will be in attendance to answer all questions.
- New agreement with Burns Pest Elimination changing service to every other month was signed.
- Addendum – Cadden Community Management “Scheduled B” – On- Site personnel wage revised to reflected deduction of coverage.

NEXT MEETING DATE:

The next Board meeting to be held on February 13, 2013 at 5:00 p.m. in the Study Lounge.

ADJOURNMENT:

- **MOTION:** to adjourn the regular business meeting at 7:15 p.m.

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