

# Campus Walk Homeowners Association

## Board of Directors Meeting Minutes

**Date:** Thursday, August 13, 2020  
**Time:** 6:00 p.m.  
**Location:** Study Lounge – 931 N. Euclid

### CALL TO ORDER

- Meeting was called to order at 6:00 p.m. by President, Suzette Avetian.

### ROLL CALL

Board Present: Suzette Avetian, President  
Carol Cheng, Treasurer  
Jennifer Lynch, Secretary  
Meg Cox, Member at Large

Board Absent /  
Excused: Cynthia Haines, Vice President

Management Representative /  
Minute Taker: Debbie Tolton, Cadden Community Management

### QUORUM (3 Directors) –

- Quorum was present to conduct meeting.

### HOMEOWNER INPUT:

- Pickford Signage on exterior of building – does not reflect unit 138 / 238. Safety Concern. Board will review.

### APPROVAL OF MEETING MINUTES

- **MOTION:** To approve minutes from the July 9, 2020 Board of Directors meeting. Motion was seconded and passed unanimously.

### REPORTS

- Treasurer Report – Carol Cheng

#### Financial Report for the period ending July 31, 2020:

- Bank Balance ..... \$13,013
- Operating Balance (petty cash-on-site) ..... \$100
- Reserve Balance – Alliance Bank ..... \$177,035
- Reserve Balance – Mutual of Omaha ..... \$129,612
- CD – Mutual of Omaha (15m) Matures 9/20/20 ..... \$131,270
- CD – Gateway Bank (12 M) Matures 6/02/21 ..... \$130,478

- Delinquent Assessments .....\$113
  
- **MOTION:** To approve the financial reports for June and July 2020 as submitted. Motion was seconded and passed unanimously.
- Manager to provide CD information to Board for upcoming CD scheduled to mature in September.
  - Reviewed GL#4305 (General Maintenance expenses) – 2020 YTD
  
- Manager Report accepted as presented.
  - Welcome Packet 2020 was reviewed and approved with changes.

**OLD BUSINESS**

- General maintenance
  - Façade – Luis (pending)
  - Tree trimming (pending)

**NEW BUSINESS**

- Board agreed to get bids for Window Cleaning of all windows to review and consider. Bid to include water repellent cleaner.
- Board agreed to consider installing Electronic Locks on all gates. Manager to get pricing. Will need to include price for replacement batteries.
- **MOTION:** to approve bid for gate signage for 3 gates “do not prop open” totaling \$150.00. Motion was seconded and passed unanimously. Verbiage to specify damage to gate hinge and encourages theft. Remove boulders from around gate.
- **MOTION:** to have Study Lounge / Office and laundry room professionally cleaned every 2 months. Charge \$25 / hour. Motion was seconded and passed unanimously.
- Steps leading to pool from parking lot need to be resurfaced. Manager to contact Red Mountain Roofing for quote.
- Maintenance / landscaping company. Manager to contact to get bids for: Emptying trash, pressure washing, and minor maintenance, blowing/picking up trash around community.

**NEXT MEETING**

- The next meeting is scheduled for Thursday, September 10, 2020 at 6:00 p.m.

**ADJOURNMENT**

- **MOTION:** to adjourn meeting was made at 6:47 p.m.

**EXECUTIVE SESSION FOLLOWED.**

Upon a motion made, as permitted by law (A.R.S. 33-1804(C) for planned communities for the following reason(s): personal health or financial information of an owner/member, employee, etc.