

Campus Walk Homeowners Association

Board of Directors Meeting Minutes

Date: Saturday, October 17, 2020
Time: Immediately following Annual Meeting
Location: <https://global.gotomeeting.com/join/890849445>

CALL TO ORDER

- Meeting was called to order at 9:58 a.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: Elke Riley, Member at Large

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

QUORUM (3 Directors) –

- Quorum was present to conduct meeting.

ORGANIZATION OF BOARD

- **MOTION:** to retain current Board positions and to nominate Elke Riley to fill Vice President position. Motion was seconded and passed unanimously.

APPROVAL OF MEETING MINUTES

- **MOTION:** To approve minutes from the **September 10, 2020** Board of Directors meeting. Motion was seconded and passed unanimously.

REPORTS

- Treasurer Report – Carol Cheng

Financial Report for the period ending September 30, 2020 :

- Bank Balance \$5,871
- Operating Balance (petty cash-on-site) \$100
- Reserve Balance – Alliance Bank \$184,163
- Reserve Balance – Mutual of Omaha \$129,666
- CD – Mutual of Omaha (15m) Matures 12/20/21 \$132,040

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- CD – Gateway Bank (12M) Matures 6/02/21 \$130,478
- Delinquent Assessments \$429

- **MOTION:** To approve the financial reports for August 2020 as submitted. Motion was seconded and passed unanimously.
- Further discussion on Reserve account tabled until next meeting. Manager to forward copy of Reserve Study to Board.
 - Reviewed GL#4305 and #4311(Gen. Maint & Plumb. Exp.) – 2020 YTD
- Manager Report accepted as presented.

OLD BUSINESS

- **MOTION:** to accept Window Cleaning bids from Ortiz totaling \$750.00 if able to produce insurance / license; if not accept B&T bid to include water repellant totaling \$2,750.00 Motion was seconded and passed unanimously
- Digital locks – Andy’s Door & Lock tabled. Manager to do further research on lock systems due to the number of gates on site.

NEW BUSINESS

- **MOTION:** to ratify proposal from All Struct totaling \$2,580 to waterproof outside south window of unit 128. Motion was seconded and passed unanimously.
- **MOTION:** to accept Amazon device for electronic gates to be installed free of charge. Motion was seconded and passed unanimously. Manager to schedule immediately.
- Ortiz Services – pressure washing bid was tabled. Manager and Ms. Lynch to meet with Landscapers and see if they would be willing to do using our equipment along with weekly clean up.
- CCM Contract Addendum and 2021 Draft Budget was tabled for November meeting. Manager to modify the budget replacing on-site maintenance and forward to Board for review.

NEXT MEETING

- The next meeting is scheduled for **Thursday, November 12, 2020 – 6:00 pm. via GoToMeeting**

ADJOURNMENT

- **MOTION:** to adjourn meeting was made at 11:15 a.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.