

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

**DATE:** August 22, 2009  
**TIME:** 11:00 a.m.  
**PLACE:** Study Lounge

**CALL TO ORDER:**

The Meeting was called to order at 11:00 a.m. by Board President, Jeremy Moselle.

**ROLL CALL:**

|                                   |                                |
|-----------------------------------|--------------------------------|
| Jeremy Moselle - President        | Lance Gatewood– Vice President |
| Cynthia Haines – Secretary        | Daniel Bloss – Treasurer       |
| Kathleen Kinley – Member at Large |                                |
| Management                        |                                |
| Representatives:                  | Debbie Tolton<br>John Price    |

**QUORUM: (3)**

A quorum was present to conduct a lawful meeting.

**HOMEOWNERS' INPUT / ATTENDANCE:**

Unit 112 – Requested update on lawsuit and inquired if a new reserve study was in the works.  
Unit 239- expressed concern on the cleanliness of the property. Inquired on when the interior damage to unit from a roof leak would be repaired.  
Unit 118 – inquired if any further word on renting additional parking spots  
Unit 142 - expressed concern on not receiving information in a timely manner and concern on the condition of the pool furniture  
Unit 227 – inquired when the interior damage to unit from a roof leak would be repaired.

**ACTION TAKEN:**

- Management will add and update to the owner occupied information to next meeting's agenda.
- Management to check with John Chaix on the reimbursement of interior water damage from roof leak
- Management to increase pressure washings in all stairwells on monthly basis

## **APPROVAL OF MINUTES OF LAST MEETING**

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of July 27, 2009. The motion was seconded. The motion passed.

## **PRESIDENT'S REPORT – Mr. Moselle**

- A **MOTION** was made to add guard service every night from 9pm-3am beginning Monday, August 24<sup>th</sup> during the first week of school. Motion was seconded. Motion passed unanimously.
- **ACTION TAKEN.** Management to review with Paul Garcia, Maintenance Man, the feasibility of adding pressure washing of balconies to the schedule for a minimum charge of \$10.00. Put a schedule of when each building will be pressured washed and the homeowner can call to schedule a cleaning.
- **ACTION TAKEN.** Management to put out a notice for residents to claim their bicycles within seven (7) days. Unclaimed bicycles will then be donated to a local charity to be determined at a later date.
- **ACTION TAKEN.** Management to replace current signs for Sales Office to HOA Office.

## **ROOF UPDATE – John Price**

Mr. Price updated the Board of Directors on status of roofs based on a recent inspection with a roofing company. With regular maintenance can get another 5 -6 years out of all the roofs.

## **REVIEW BID FROM AV BUILDER:**

The Board of Directors reviewed the bid submitted by AV Builder for temporary repairs on remaining mansard windows along with drywall repairs & paint around the complex.

- A **MOTION** was made to accept the bid for \$6,000 from AV Builders to perform the temporary repairs on the mansard windows and to replace damaged drywall and paint. Motion was seconded. Motion passed unanimously.

## **WEBSITE OVERVIEW – Cynthia Haines**

Ms. Haines updated the Board of Directors on status of website. Discussed benefits and costs involved with maintaining the website.

- A **MOTION** was made to have the financials posted on the website with password protection. Motion was seconded. Motion passed with 4 ayes and 1 nay.

## **MANAGER'S REPORT :**

The Board of Directors reviewed the written report of Manager's action items which included an update on the fire extinguishers, outline of towing procedure w/Dictograph, welcome packet, attorney information for collections and reported that Jeanne Klouda, homeowner, is looking for volunteers to participate in a Neighborhood Watch program.

### **ITEMS AS WARRANTED:**

The Board of Directors reviewed additional items as required.

- **ACTION TAKEN.** The Board of Directors approved to renumber the parking spots on the west side only.
- **ACTION TAKEN.** The Board of Directors approved the draft letter to the Realtor representing the developer on the unsold units.
- **ACTION TAKEN.** The Board of Directors reviewed the invoice submitted by B&C towing for missing signs. Instructed management to send letter requesting a copy of the contract before approving payment.
- **ACTION TAKEN.** The Board of Directors reviewed Balcony ARC's submitted by units 240 & 208. Both approved with owner's review and approval. Discussion on lights hanging on balcony okay if not visible on the exterior of balcony. Management will notify residents/owners.

### **LANDMARK-KEY INVESTMENTS**

The Board of Directors reviewed correspondence from attorney informing that reserve funds are not owed on three (3) units.

- **ACTION TAKEN.** The Board of Directors instructed Management to send this correspondence for attorney review.

### **UNIFORM SIGNAGE (FOR RENT):**

The Board of Directors discussed the feasibility of requiring uniform "For Rent" signs in the complex.

- **ACTION TAKEN.** The Board of Directors agreed to table this for further discussion at next meeting.
- **ACTION TAKEN.** The Board of Directors requested management to send a letter to the real estate companies to remove their signs currently posted at both corners of common area within 72 hours of receipt of letter. Signs can be posted on the windows of the units. The HOA

### **RATIFICATION OF EXPENDITURES UNDERTAKEN ON BEHALF OF HOA:**

Ms. Tolton reported on expenses paid by Cadden Management on behalf of the HOA amounting to \$240.38 for the purchase of miscellaneous items for landscaping tasks and cleaners for pressure washer:

- A **MOTION** was made to ratify the expenditures of \$240.38 paid by Cadden Management on behalf of the HOA. Motion was seconded. Motion passed unanimously.

**YEAR END PROJECTIONS:**

The Board of Directors were presented with year-end projections submitted by Cadden Community Management.

- **ACTION TAKEN.** The Board of Directors instructed Management to look into costs for installing additional lighting in several entryways to the complex. Also requested ensuring that timers are changed in a timely manner this year.

**TREASURER'S REPORT – Mr. Bloss :**

**July Financials:**

|                     |             |
|---------------------|-------------|
| Operating (US Bank) | \$ 7,571.40 |
| Petty cash          | \$100.00    |
| Reserve (US Bank)   | \$58,035.70 |
| Delinquent Fees     | \$11,348.91 |
| Prepaid Fees        | \$15,639.34 |
| Unpaid Bills        | \$ -0-      |

A **MOTION** was made to accept the Treasurer's Report for the period ending July 31, 2009. Motion was seconded. Motion passed unanimously.

**NEXT MEETING DATE:**

The next Board meeting will be scheduled for Monday, September 21, 2009 at 5:00pm.

**ADJOURNMENT:**

- A **MOTION** was made to adjourn the regular business meeting at 1:35pm. Motion was seconded. Motion passed unanimously.