

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

DATE: December 15, 2010
TIME: 5:00 p.m.
PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order by Jeremy Moselle at 5:00 p.m.

ROLL CALL – ORGANIZATION OF POSITIONS:

Jeremy Moselle - President
Cynthia Haines - Secretary
Larry Grove – Member at Large

Donna Catalano – Vice President
Daniel Bloss – Treasurer

Management

Representative: Debbie Tolton

QUORUM: (3)

A quorum was present with 5 Directors to conduct a lawful meeting.

HOMEOWNERS' INPUT / ATTENDANCE:

Mathew Grove representing Unit 112.

PRESIDENT'S REPORT – Mr. Moselle

- Requested fake camera in Laundry room be removed. Management to confirm with MacGray Inc. camera was not installed by their company.
- Reviewed contract with MacGray and discussed alternatives for the laundry room and maximizing revenue. Mr. Moselle and Ms. Haines will do an analysis on purchasing /leasing equipment vs. 3rd party agreement.
- Management to get accounting of monies collected from machines.

APPROVAL OF MINUTES OF LAST MEETING:

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of November 10, 2010 with correction. Motion was seconded. Motion passed unanimously.
- A **MOTION** was made to approve the Minutes of the Budget Meeting of November 16, 2010. Motion was seconded. Motion passed unanimously.

TREASURER'S REPORT:

November Financials:

Operating (US Bank)	\$ 7,252.13
Petty cash	\$ 100.00
Reserve (US Bank)	\$103,828.96
Delinquent Fees	\$ 21,781.70
Prepaid Fees	\$ 10,933.03
Unpaid Bills	\$ --

- A **MOTION** was made to accept the Financials as submitted for the period ending November 30, 2010. Motion was seconded. Motion passed unanimously.

MANAGER'S REPORT:

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

- Manager presented list of Balconies requiring maintenance to review. Will present to All Struct LLC for a proposal.
- Manger requested Cadden to perform internal audit which reflected overpayment for on-site manager. To compensate, Cadden will not charge management fees until credit is reimbursed. Mr. Bloss requested statement from Cadden should management contract be cancelled, monies in full will be paid to Association.
- Mr. Bloss requested copies of all invoices beginning June 2010, copy of Maintenance checklist on daily basis and Security reports on daily basis going back to October 2010.
- Reviewed correspondence from two Homeowners whose vehicles were towed.
- Security Holiday schedule was reviewed. Regular patrols will cease during winter break. There will be two patrols scheduled for December 31, 2010. Security will commence regular schedule effective January 10, 2011. Classes begin January 12, 2011.
- Manager to get name(s) of decision maker(s) for the Fraternity and forward to Mr. Moselle. Mr. Moselle will schedule a meeting to discuss solutions to trash problem and bring them to the next Board Meeting to discuss with the Directors.
- Manager will be on vacation beginning December 17, 2010. Will return on December 27, 2010. Cadden managers will continue office coverage during this time period.

RATIFICATION OF EXPENDITURES UNDERTAKEN ON BEHALF OF HOA:

A **MOTION** was made to ratify the expenditures in the amount of \$547.65 paid by Cadden Management on behalf of the HOA in October – November 5, 2010. Motion was seconded. Motion passed unanimously.

GATE REPAIR BIDS:

A **MOTION** was made to approve the submitted bid from All Struct LLC to repair three (3) gates amounting to \$850.00. Motion was seconded. Motion passed unanimously.

ITEMS AS WARRANTED:

- Board reviewed proposal from Talavera Engineering and Company for roofs.
- A **MOTION** was made to approve the ARC request for Unit 115 to place furniture on the balcony. Motion was seconded. Motion approved unanimously.

- A **MOTION** was made to approve the ARC request for Unit 135 to place furniture on the balcony. Motion was seconded. Motion approved unanimously.
- A **MOTION** was made to approve payment for clogged sewer line and drywall repair for unit 108 in the amount of \$180.00. Motion was seconded. Discussion ensued. Motion passed unanimously with stipulation that property management fee will not be reimbursed.
- Discussion ensued on current towing policy. Mrs. Catalano will research information on static cling parking permit. Tabled until next Board meeting.

NEXT MEETING DATE:

The next Board meeting will be held January 18, 2011 at 5:00 p.m. in the Study Lounge.

ADJOURNMENT:

- A **MOTION** was made to adjourn the regular business meeting at 6:50 p.m. Motion was seconded. Motion passed unanimously.
- Board of Directors convened to Executive Session to review delinquencies and Legal activity.