

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

DATE: October 15, 2011
TIME: 10:30am – approximately after Annual Meeting
PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order at 10:30 a.m.

ROLL CALL:

Donna Catalano Daniel Bloss

Dick Cater

ABSENT: Larry Grove

Cynthia Haines

Management

Representative: Debbie Tolton

QUORUM: (3)

A quorum must be present to conduct a lawful meeting. Quorum was established with three (3) Directors present.

HOMEOWNERS' INPUT / ATTENDANCE:

None were in attendance

ORGANIZATION OF POSITIONS

The positions for the 2011-2012 Board of Directors was determined as follows.

Donna Catalano – President

Larry Grove – Vice President

Cynthia Haines – Secretary

Daniel Bloss – Treasurer

Dick Cater – Member at Large

APPROVAL OF MINUTES OF LAST MEETING:

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of September 13, 2011. Motion was seconded. Motion passed unanimously.

TREASURER'S REPORT: Daniel Bloss

September Financials:

Operating (US Bank)

\$ 40,155.47

Petty cash	\$ 100.00
Reserve (US Bank)	\$ 218,036.58
Reserve (Mutual of Omaha)	\$200,010.41
Delinquent Fees	\$ 14,980.86
Prepaid Fees	\$ 12,496.89
Unpaid Bills	\$ -0-

- A **MOTION** was made to accept the Treasurer's Report for the period ending September 30, 2011. Motion was seconded. Motion passed unanimously.

RATIFICATION OF EXPENDITURES UNDERTAKEN ON BEHALF OF HOA:

Ms. Tolton will report on expenses paid by Cadden Management on behalf of the HOA.

- A **MOTION** was made to ratify the expenditures of \$21.81 paid by Cadden Management on behalf of the HOA in October 2011. Motion was seconded. Motion passed unanimously.

MANAGER'S REPORT:

The Board of Directors reviewed the written report of Manager's action items along with resident correspondence.

ITEMS AS WARRANTED:

- Reviewed 2012 Draft Budget. Further discussion tabled until November meeting.
- Reviewed Addendums from CCM (response to Emergency calls / spreadsheet). Further discussion tabled until November meeting.
- A **MOTION** was made to approve payment of invoice presented by Unit 105 – for duct work repair and condensation line for the amount of \$123.19. Motion was seconded. Motion passed unanimously.
- A **MOTION** was made to have west bedroom carpet of Unit 126 inspected by professional carpet cleaner and to have carpet cleaned and sanitized. Motion was seconded. Discussion ensued. If the pad is recommended to be replaced, further action will need to be reviewed by the Board. Motion passed unanimously.
- Electronic gates – keeping them unlocked during the day. After discussion the Board agreed to keep the electronic gates unlocked during business hours. After 5:30 p.m. they are secured. Manager to alert residents of this in upcoming newsletter.
- Security – Mr. Bloss requested that security be staggered more efficiently on Thursday – Sunday for better coverage. Right now there is too much overlap.
- Magnets – The Board agreed to re-order the magnets with emergency numbers for the residents. Mr. Carter suggested contacting a vendor who may be interested in covering the cost in exchange for promotion. Manager to contact cactus menus.com who will be hosting pizza party if they would be interested. Ms. Catalano suggested contacting The Carpet Police if Cactus Menus is not interested.

- Discussed contacting local vendors if interested in hosting monthly pool parties at the complex.
- Mr. Bloss suggested getting prices on sealing the exterior of all buildings in an attempt to avoid this on-going issue of moisture entering the units. Ms. Tolton will get pricing and present at next meeting.

NEXT MEETING DATE:

The next Board meeting will be held on Monday, November 21, 2011 at 5:00 p.m.

ADJOURNMENT:

- A **MOTION** was made to adjourn the regular business meeting at 11:38 a.m. Motion was seconded. Motion passed unanimously.

Board of Directors convened to Executive Session to review delinquencies.