

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

**DATE:** August 16, 2012  
**TIME:** 5:00 p.m.  
**PLACE:** Study Lounge

**CALL TO ORDER:**

The Meeting was called to order at 5:00 p.m. by President, Donna Catalano.

**ROLL CALL:**

Donna Catalano, President

Larry Grove, Vice President

Daniel Bloss, Treasurer

Dick Carter, Member at Large

ABSENT: Cynthia Haines, Secretary

Management

Representative:

Debbie Tolton

**QUORUM: (3)**

A quorum must be present to conduct a lawful meeting. Quorum was established with the attendance of four (4) Directors.

**HOMEOWNERS' INPUT / ATTENDANCE:**

- Sheila Casadei Martin – Realtor – representing Homeowner of Unit 231 (Pam Farris)
  - Reported several homeowners she represents have experienced a/c issues which the technician believes was caused by the roof repair. Will email list of units to the Manager to present to the Board.
  - Homeowner of Units 102 and 203 asking the Association to participate in joint advertising. Ms. Martin reported experiencing a decrease of phone calls from prospective tenants of over 44% this year. Board agreed to look into this.
  - Homeowner of Units 102 and 203 suggested utilizing the space under the laundry room as a workout center. Ms. Martin reported she gets this request a lot from prospects.
  - Ms. Martin suggested including WI-FI to the residents. This topic to be tabled for further discussion at next month's meeting.
- Jeff Rightnowar, Tenant, representing owner of Unit 104 (William Whitmore)
  - Expressed concern that the electronic gates are left open during the day. Did research and learned that codes can be issued without having to have a fob. Also learned that by hitting "9" from a cell phone will activate the gate allowing guests access. Mr. Rightnowar stated homeowners can provide workers, etc a code to gain access, and Fedex, UPS etc would have their own code for when delivering packages. Board agreed to bring this topic to the Homeowners for feedback at the upcoming Annual Meeting. Manager to provide Board a diagram identifying location of gates.

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

- A **MOTION** was made approve the Minutes as corrected of the regular Board Meeting of **July 12, 2012**. Motion was seconded. Motion passed unanimously.

## **TREASURER'S REPORT:**

### **JULY Financials:**

Operating (US Bank)	\$ 20,812.09
Petty cash	\$ 100.00
Reserve (US Bank)	\$170,170.74
Reserve (Mutual of Omaha)	\$201,178.78
Delinquent Fees	\$ 8,433.25
Prepaid Fees	\$ 12,144.23
Unpaid Bills	\$ -0-

- Mr. Bloss reported expenses are down and delinquencies are down by \$4,000.
- Questioned pool contract reflecting \$415 vs. \$260. Manager confirmed that pool chemicals were miscoded – will correct.
- A **MOTION** was made to accept the Treasurer's Report for the period ending July 31, 2012. Motion was seconded. Motion passed unanimously.

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

- A **MOTION** was made to ratify the expenditures of \$104.72 paid by Cadden Management on behalf of the HOA in August 2012. Motion was seconded. Motion passed unanimously.

## **MANAGER'S REPORT:**

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

- Daniel Bloss, Donna Catalano and Dick Carter will run again for the Board.
- Gearing up for new residents moving in.
- Mr. Grove pointed out that gas operated fire pits were approved by the board. Manager to research and confirm.

## **ITEMS AS WARRANTED:**

- Mr. Bloss shared his recent experience on the roof. Expressed concern with the drains. Manager to clarify with Nautilus. Also have a pigeon problem – their waste is staining the new roof. The Association will need to consider options on getting rid of them; suggested birth control grain.
- Tow Policy: **MOTION** was made that all vehicles must have visible parking permit and/or be registered to park in the assigned parking spots. Motion was seconded. Discussion ensued. Motion passed unanimously.
  - Vehicles not in compliance will be towed.
  - Board agreed to monitor and if necessary modify policy
- Establishment of "quiet hours" tabled to next meeting for further discussion.

**NEXT MEETING DATE:**

The next Board meeting to be held on Wednesday, September 12, 2012 at 5:00 p.m. in the Study Lounge.

**ADJOURNMENT:**

- A **MOTION** to adjourn the regular business meeting was made at 7:15 p.m.

Board convened to Executive Session to review delinquencies.

Respectfully submitted by:  
Debbie Tolton, Minute Taker / Association Manager