

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

DATE: October 10, 2012
TIME: 5:00 p.m.
PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order at 5:10 p.m. by President, Donna Catalano.

ROLL CALL:

Donna Catalano, President	Larry Grove, Vice President
Daniel Bloss, Treasurer	Dick Carter, Member at Large
Management Representative:	Debbie Tolton

QUORUM: (3)

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

APPROVAL OF MINUTES OF LAST MEETING:

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of September 12, 2012. Motion was seconded. Motion passed unanimously.
- Manager confirmed that security has been provided the property map identifying gate identification and location.
- Manager to send list of window fascias to be repaired to the Board.

TREASURER'S REPORT:

September Financials:

Operating (US Bank)	\$ 20191.52
Petty cash	\$ 100.00
Reserve (US Bank)	\$ 64,241.44
Reserve (Mutual of Omaha)	\$201,262.85
Delinquent Fees	\$ 9,835.96
Prepaid Fees	\$ 10,144.61
Unpaid Bills	\$ -0-

- Mr. Bloss reported a possible Reserve discrepancy amounting to \$17,207. Approval of September's financial tabled until next meeting. Manager to research.

MANAGER'S REPORT:

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

- Board agreed to close office on Friday, October 19th for Manager to attend conference in Phoenix in exchange for office open on Saturday, October 20th

MOTION: to approve bid submitted by Nautilus to replace pool pump room roof in the amount of \$1,175. Motion was seconded. Motion passed with 3 ayes and 1 nay by Mr. Bloss.

MOTION: Pool pump room roof repair to be expensed to Reserve account. Motion was seconded. Motion passed with 3 ayes and 1 nay by Mr. Bloss.

ITEMS AS WARRANTED:

- Reviewed email from mother of resident in 237 regarding towing experience. Board agreed procedure was followed.
- 2013 Budget:
 - ✓ Manager to contact Mac-Gray – review contract / audit of income. Mr. Bloss reported that income is down over \$1,000 from previous years. Manager reported that she has been selling more quarters
 - ✓ Cuts discussed:
 - Eliminate pool service
 - On-site maintenance – cut back to 3 days / week
 - Pest control – every other month
 - Utilities
 - Trash – deduct \$2000
 - Eliminate coupon books
 - Courtesy Patrol –
 - Guard on-site 12-3am Fri & Sat – no patrol
 - Sun – Thu – 1 patrol

NEXT MEETING DATE:

Budget meeting scheduled Thursday, October 18 at 7:00 p.m. in the Study Lounge

The Annual Meeting is scheduled for October 20, 2012. Board Meeting will be held immediately following.

ADJOURNMENT:

- A **MOTION** was made to adjourn the regular business meeting at 7:45 p.m.

Board convened into Executive Session to discuss delinquencies and legal matter.

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