

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

**DATE:** May 16, 2013  
**TIME:** 5:00 p.m.  
**PLACE:** Study Lounge

**CALL TO ORDER:**

The Meeting was called to order at 5:13 p.m. by President, Donna Catalano

**ROLL CALL:**

Donna Catalano, President	Dick Cater, Treasurer
Pam Farris, Member at Large	Daniel Boss, Secretary
ABSENT: Jeff Lascale, Daniel Bloss	
Management	
Representative:	Debbie Tolton

**QUORUM: (3)**

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

**APPROVAL OF MINUTES OF LAST MEETING:**

- **MOTION:** to approve the Minutes of the regular Board Meeting of **April 18, 2013**. Motion was seconded. Motion passed unanimously.

**TREASURER'S REPORT: Dick Carter**

**May Balances:**

Operating (US Bank)	\$ 17,460.43
Petty cash	\$ 100.00
Reserve (US Bank)	\$ 58,770.55
Reserve (Alliance Bank)	\$ 3,000.69
Reserve (Mutual of Omaha)	\$201,555.29
Delinquent Fees	\$ 8,041.99
Prepaid Fees	\$ 9,919.34
Unpaid Bills	\$ -0-

- **MOTION:** to accept the Treasurer's Report for the period ending April 30, 2013. Motion was seconded. Motion passed unanimously.
- Utility comparison YTD to 2012 was interesting.
- Reviewed maintenance expenses - \$800 over budget..

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

- **MOTION:** to ratify the expenditures of \$92.70 paid by Cadden Management on behalf of the HOA in May 2013. Motion was seconded. Motion passed unanimously.

### **MANAGER'S REPORT:**

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

### **ITEMS AS WARRANTED:**

- **MOTION:** to approve lease agreement presented by Mac-Gray for new front loading washing machines and new gas dryers. Motion was seconded. Motion passed unanimously.
- **MOTION:** to accept proposal presented by Burns Pest to address pigeon issue for \$325.00 per month. Motion was seconded. Motion passed unanimously.
- **MOTION:** to accept proposal from Sign Up for two (2) new "For Rent / For Sale" signs and 3x6 banner amounting to \$287.02. Motion was seconded. Motion passed unanimously.
- Laundry room – remodel. Manager to solicit at least 2 bids to include: new paint color (to correspond with existing exterior color scheme) possible Golden Yellow, new flooring (medium grade linoleum), new light covers. Coordinate with the installation of new machines. Further discussion tabled until next Board meeting.

### **NEXT MEETING DATE:**

The next Board meeting to be held Monday, June 24, 2013 at 6:00 p.m.

### **ADJOURNMENT:**

- A **MOTION** to adjourn the regular business meeting was made at 5:54 p.m.

Board convened into Executive Session to review delinquencies.

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