

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

DATE: Saturday, October 10, 2015

TIME: Immediately following Annual Meeting

PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order at 11:10 a.m. by Vice President, Mike Cannon.

ROLL CALL:

Mike Cannon

Suzette Avetian

Shukkam "Carol" Chen

Christopher Knowles

ABSENT: Cynthia Haines

Management

Representative:

Debbie Tolton

QUORUM: (3)

Quorum was established with the attendance of four (4) Directors.

HOMEOWNERS' INPUT / ATTENDANCE:

- None Present.

ORGANIZATION OF BOARD:

- Welcome to Ms. Chen and Mr. Knowles who were nominated to serve on the Board at the Annual Meeting. Both accepted their nominations.
- **MOTION:** to nominate Mike Cannon to fill the position of President. Motion was seconded. Motion passed unanimously.
- **MOTION:** to nominate Suzette Avetian to fill the position of Secretary. Motion was seconded. Motion passed unanimously.
- **MOTION:** to nominate Shukkam "Carol" Chen to fill the position of Treasurer. Motion was seconded. Motion passed unanimously.
- **MOTION:** to nominate Cynthia Haines to fill the position of Vice President. Motion was seconded. Motion passed unanimously.
- **MOTION:** to nominate Chris Knowles to be Member at Large. Motion was seconded. Motion passed unanimously.

APPROVAL OF MINUTES OF LAST MEETING:

- **MOTION:** to approve Minutes from September 10, 2015. Motion was seconded. Motion passed unanimously.
- Manager to ensure minutes are posted on website in timely manner.

TREASURER’S REPORT:

September Balances:

Operating (Alliance Bank)	\$ 36,351.20
Petty cash	\$ 100.00
Reserve (Alliance Bank)	\$121,096.71
Reserve (Mutual of Omaha)	\$202,536.08
Delinquent Fees	\$ 3,479.01
Prepaid Fees	\$ 16,766.82
Unpaid Bills	\$ -0-

- **MOTION:** to accept the Treasurer’s Report for the period ending September 30, 2015. Motion was seconded. Motion passed unanimously.
- Ms. Tolton reviewed account balances and answered questions.

MANAGER’S REPORT:

- Reviewed written report of Manager’s duties.

ITEMS AS WARRANTED:

- 2016 Draft Budget was reviewed. Further discussion was tabled until November meeting.

NEXT MEETING DATE:

- The next Board meeting is scheduled for **Thursday, November 12, 2015** in the Study Lounge immediately following Annual Meeting.

ADJOURNMENT:

- **MOTION:** to adjourn regular business meeting at 11:34 a.m. Motion was seconded. Motion passed unanimously.

Board convened into Executive Session to review delinquencies.

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