

Campus Walk Homeowners Association

Board of Directors Meeting MINUTES

Date: Thursday, July 12, 2018
Time: 6:00 p.m.
Location: Study Lounge – 931 N. Euclid

CALL TO ORDER

Meeting was called to order 6:04 p.m. by President, Mike Cannon.

ROLL CALL

Board Present: Mike Cannon, President
Carol Cheng, Treasurer
Suzette Avetian, Secretary
Meg Cox, Member at Large

Board Absent /
Excused: Cynthia Haines, Vice President

Management Representative /
Minute Taker: Debbie Tolton, Cadden Community Management

QUORUM (3 Directors) –

) Quorum was present to conduct meeting.

HOMEOWNER INPUT

) None present

APPROVAL OF MEETING MINUTES

) **MOTION:** To approve minutes from the June 14, 2018 Board of Directors Meeting.
Motion was seconded and passed unanimously.

REPORTS

) Treasurer Report- Carol Cheng
Financial Report for the period ending June 30, 2018:

) Bank Balance \$23,929
) Operating Balance (petty cash-on-site) \$100

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) Reserve Balance – Alliance Bank.....	\$138,196
) Reserve Balance – Mutual of Omaha	\$128,534
) CD – Mutual of Omaha (15m)	\$125,000
) CD – Alliance Bank (13m)	\$125,721
) Delinquent Assessments	\$5,071
) Unpaid Invoices	\$0.00

) **MOTION:** To approve the financial report for June 2018 as submitted. Motion was seconded and passed unanimously.

- o Reviewed GL#4305 – General Maintenance expenses – 2018 YTD.
- o Reviewed breakdown – reimbursement expenses / ACE hardware.

) Manager Report accepted as presented.

- o Newsletter items: Reminder when servicing A/c units – roof coating. Provide Association with Company name on who will be working on units in the event there is issue with roof coating it can be addressed.
- o A/C tech advised precaution with heat pack – due to age concern with carbon monoxide. Encourage owners to install carbon monoxide detectors in units – particularly upper units. Also reminder to change batteries in smoke detectors – make sure they are installed.

) Work Advisory – Unit 143. **MOTION:** to approve remodeling as submitted pending providing Contractor's ROC # and names and contact information of plumber and electrician to be used. Motion was seconded and passed unanimously.

- Once information is received, Manager to forward to the Board.

OLD BUSINESS

) Discussed presented landscaping plan. Difficult to view in current format. Mr. Cannon will send link to google doc for Board to write comments / questions/ suggestions in the next week and a half.

- o Manager to inquire plant warranty
- o If another company is involved, will warranty be honored?
- o Expressed concerns with future of company.
- o Include repair of south sidewalk

NEW BUSINESS

) Bid – waterproof exterior unit 113 pending receipt. Will forward once received.

) Bid – repair two steps next to 119 – pending receipt. Will forward once received.

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NEXT MEETING

) The next meeting is scheduled for **Thursday, August 9, 2018 at 6:00 p.m.**

ADJOURNMENT

) **MOTION:** to adjourn meeting was made at 6:40 p.m.

EXECUTIVE SESSION FOLLOWED.

Upon a motion made, Executive Sessions may be held for discussions or consideration of any matter(s) appearing on this agenda for any reason permitted by law: a) personal health or financial information of an owner/member, employee, etc.; (b) employee performance, compensation, health records, etc.; and (c) owner/member appeal or penalty.