

Campus Walk Homeowners Association

Board of Directors Meeting MINUTES

Date: Thursday, September 12, 2019
Time: 6:00 p.m.
Location: Study Lounge – 931 N. Euclid

CALL TO ORDER

- Meeting was called to order at 6:18 p.m. by President, Suzette Avetian.

ROLL CALL

Board Present: Suzette Avetian, President
Jennifer Lynch, Secretary
Meg Cox, Member at Large

Board Absent /
Excused: Cynthia Haines, Vice President
Carol Cheng, Treasurer

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 August 8, 2019 Board of Directors meeting.
Motion was seconded and passed unanimously.

REPORTS

- Treasurer Report – Debbie Tolton in Carol Cheng's absence
Financial Report for the period ending August 31, 2019:

- Bank Balance \$44,433
- Operating Balance (petty cash-on-site) \$100
- Reserve Balance – Alliance Bank \$173,994
- Reserve Balance – Mutual of Omaha \$129,166
- CD – Mutual of Omaha (15m) Matures 9/20/20 \$128,252
- CD – National Cooperative Bank (12m) Matures 4/28/20 \$127,905

- Delinquent Assessments\$502
- **MOTION:** To approve the financial reports for August 2019 as submitted. Motion was seconded and passed unanimously.
 - Reviewed GL#4305 – General Maintenance expenses 2019 YTD.
 - Reviewed Breakdown – reimbursement expenses / ACE hardware YTD.
- Manager Report was accepted as presented.

OLD BUSINESS

- **MOTION:** to ratify approval of ARC submitted to install new flooring in Unit 213. Motion was seconded and passed unanimously.

NEW BUSINESS

- Step Repair needed by Unit 119 leading to Pool is hazard. Scheduled to be repaired Friday; however, if not, Manager to contact another company.
- **MOTION:** to accept bid presented by LLI Heating and Cooling totaling \$3675 to replace AC unit in laundry room. Motion was seconded and passed unanimously.
 - Manager to schedule install as soon as possible.
- **MOTION:** to accept ARC request presented by Unit 123 for outdoor furniture / plants on balcony. Motion was seconded and passed unanimously.
- Board reviewed policy to require owners to advise Association when new A/C units are installed. Manager to have before and after pictures of area to ensure if there are any cuts to roof coating the owner / vendor will be responsible for repair.
 - Owners to be noticed of this policy.

NEXT MEETING

- The next meeting is scheduled for Saturday, October 12, 2019 immediately following Annual Meeting.

ADJOURNMENT

- **MOTION:** to adjourn meeting was made at 6:49 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.