

Campus Walk Homeowners Association

Board of Directors Meeting MINUTES

Date: Wednesday, March 11, 2020
Time: 6:00 p.m.
Location: Study Lounge – 931 N. Euclid

CALL TO ORDER

- Meeting was called to order at 6:00 p.m. by President, Suzette Avetian.

ROLL CALL

Board Present: Suzette Avetian, President
Carol Cheng, Treasurer
Jennifer Lynch, 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 February 20, 2020 Board of Directors meeting. Motion was seconded and passed unanimously.

REPORTS

- Treasurer Report – Carol Cheng

Financial Report for the period ending February 29, 2020:

- Bank Balance \$29,681
- Operating Balance (petty cash-on-site) \$100
- Reserve Balance – Alliance Bank \$162,081
- Reserve Balance – Mutual of Omaha \$129,456
- CD – Mutual of Omaha (15m) Matures 9/20/20 \$129,752
- CD – National Cooperative Bank (12m) Matures 4/28/20 \$129,462

- Delinquent Assessments\$714
- **MOTION:** To approve the financial reports for February 2020 as submitted. Motion was seconded and passed unanimously.
 - To create a new GL “Plumbing” - all expenses related to plumbing repairs / damage, etc to be coded to this GL.
 - Reviewed GL#4305 (General Maintenance expenses) – 2020 YTD
 - CD offerings as of 3.6.20 was reviewed and tabled until next meeting.
- Manager Report accepted as presented.

OLD BUSINESS

- Roof Maintenance
- General maintenance
 - Façade
 - Parking lot numbering
 - Scope of on-site maintenance responsibilities
- Security update

NEW BUSINESS

- **MOTION:** to approve bid presented by Ideal Metals Co totaling \$918.85 to repair electronic gate (Euclid). Motion was seconded and passed unanimously.
 - Manager to contact SW Gas Company to advise them of damage due to closure not being installed correctly when cement was replaced during gas replacement project.
 - Due to security concerns – gate to be chained until can be repaired due to not being able to secure gate currently.
- **MOTION:** to accept bid presented by Ideal Metals Co totaling \$250.00 per step repair. Motion was seconded and passed unanimously.

NEXT MEETING

- The next meeting is scheduled for **Thursday, April 16, 2020 at 6:00 p.m.**

ADJOURNMENT

- **MOTION:** to adjourn meeting was made at 6:54 p.m.

EXECUTIVE SESSION FOLLOWED

Upon a motion made, as permitted by law (A.R.S. 33-1804(C) for planned communities for the following reason(s): personal health or financial information of an owner/member, employee, etc.