

# Campus Walk Homeowners Association

## Board of Directors Meeting MINUTES

**Date:** Thursday, May 14, 2020  
**Time:** 6:00 p.m.  
**Location:** Study Lounge – 931 N. Euclid

### CALL TO ORDER

- Meeting was called to order at 6:04 p.m. by President, Suzette Avetian.

### ROLL CALL

Board Present: Suzette Avetian, President  
Carol Cheng, Treasurer  
Jennifer Lynch, Secretary

Board Absent/  
Excused: Cynthia Haines, Vice President  
Meg Cox, Member at Large

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 April 16, 2020 Board of Directors meeting. Motion was seconded and passed unanimously.

### REPORTS

- Treasurer Report – Carol Cheng

#### **Financial Report for the period ending April 30, 2020:**

- Bank Balance ..... \$9,605
- Operating Balance (petty cash-on-site) ..... \$100
- Reserve Balance – Alliance Bank..... \$163,225
- Reserve Balance – Mutual of Omaha ..... \$129,531
- CD – Mutual of Omaha (15m) Matures 9/20/20 ..... \$130,505

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- CD – National Cooperative Bank (12m) Matures 4/28/20 ..... \$130,238
- Delinquent Assessments..... \$64
  
- Account balances were reviewed.
- Manager confirmed mature CD account had been closed and funds received.
- Manager has not received paperwork for new CD – will follow up.
- **MOTION:** To approve the financial reports for March 2020 and April 2020 as submitted. Motion was seconded and passed unanimously.
  - Reviewed GL#4305 (General Maintenance expenses) – 2020 YTD. Manager will supply breakdown of the Restoration bills paid so far.
  - Manager working with Water Company on getting breakdown of charges and water usage to ensure not double paying.
  
- Manager Report was accepted as presented.
  - Manager to ask welder to develop lock for roof hatches (key pad)
  - **MOTION:** to approve purchasing blower for \$149.99 plus tax. Motion was seconded and passed unanimously.

**OLD BUSINESS**

- Roof Maintenance (May 21, 2020) – pending estimate on required repairs.
- General maintenance
  - Façade – Manager to schedule
  - Parking lot numbering (need to relocate vehicles) – parking lot across street is available/waiting on dates project is scheduled.
  - Gate repair (pending) - Manager to threaten legal action to NPR (SW Gas vendor) if they fail to respond to request to repair gate.
  - Steps tentatively scheduled for end of month.

**NEW BUSINESS**

- Maintenance Matrix reviewed. Couple of items Manager to verify:
  - Clarify if neighbor modifies balcony (hanging plants / baskets) and exceeds weight for joists – who is responsible for repair. Clarify description of balcony.
  - Manager to contact Insurance Agent and ask how much savings in premiums would there be with a \$50,000 deductible.
  - Further discussion tabled until next meeting.
- Resolution – Deductible
  - Clarify tree roots /sewer line
  - Clarify pinprick hole in water line
  - Clarify exterior leaking into unit – who is responsible for repairs.
  - Remove – not possible to turn off water to unit.

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- Sections highlighted to bring to owners' attention.
- Re-opening of pool; Ms. Lynch shared the County's proclamation recently passed which would prohibit the Association to open.
  - **MOTION:** to not consider opening pool at this time. Motion was seconded and passed unanimously.

**NEXT MEETING**

- The next meeting is scheduled for Thursday, June 11, 2020 at 6:00 p.m.

**ADJOURNMENT**

- **MOTION:** to adjourn meeting was made at 7:11 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.