

Campus Walk Homeowners Association

Board of Directors Meeting Minutes

Date: Thursday, September 10, 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
Jennifer Lynch, Secretary
Meg Cox, Member at Large

Board Absent /
Excused: 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 13, 2020 Board of Directors meeting.
Motion was seconded and passed unanimously.

REPORTS

- Treasurer Report – Debbie Tolton in for Ms. Cheng.
Financial Report for the period ending August 31, 2020:

• Bank Balance	\$5,299
• Operating Balance (petty cash-on-site)	\$100
• Reserve Balance – Alliance Bank	\$183,140
• Reserve Balance – Mutual of Omaha	\$129,640
• CD – Mutual of Omaha (15m) Matures 9/20/20	\$131,270
• CD – Gateway Bank (12M) Matures 6/02/21	\$130,478
• Delinquent Assessments	\$429

- **MOTION:** To approve the financial reports for August 2020 as submitted.
 - Reviewed GL#4305 and #4311 (Gen Maint & Plumb Exp) – 2020 YTD
 - **MOTION:** to close maturing CD and open CD with Metro Phoenix Bank for 12 mo at .60%. Motion was seconded and passed unanimously.
- Manager Report was accepted as presented.
 - Unit 127 – manager to forward pictures of leak to the Board to review.
 - Gate in NW side still requires attention.
 - Website on rental units;

OLD BUSINESS

- None presented.

NEW BUSINESS

- Digital Locks –proposal presented by Andy’s Locksmith for all bids tabled until Budget meeting. Manager to inquire safety matter with batteries (how to remove).
- Window Cleaning bids (B&T Window & Curb-A-Peel) tabled until next meeting.
 - Manager to inquire if they use water repellent; get pricing and get name of product used. Ms. Avetian will get a 3rd company to provide bid.
- Maintenance / landscaping bids: **MOTION:** to accept bid presented by ProCare for \$75.00 per visit to empty trash including doggie station, clean laundry room and to have Carlos Nava provide landscape maintenance as needed for \$700.00 (2 days). Motion was seconded and passed unanimously.
 - Manager to ask ProCare to include cleaning of study lounge / bathroom. Discuss adding pressure washing.
 - Manager to contact Carlos Nava and schedule blowing of leaves on exterior and interior courtyards and weeding / spraying weeds. No trimming needed at this time.
- Tree Trimming Bids (Chula Vista; Branching Out; Desert West). **MOTION:** to accept bid presented by Branching Out totaling \$1,600.00. Motion was seconded and passed unanimously.
- Annual Meeting to be held Saturday, October 17th with Registration to begin at 9:00 a.m. and meeting to begin at 9:30 a.m. to be held poolside and provide GoToMeeting link for those not able to attend in person. Board will be seeking re-election.
- **MOTION:** to accept new agreement with Cox Business for HOA office to include modem. Motion was seconded and passed unanimously.

NEXT MEETING

- The next meeting is scheduled for **Saturday, October 17, 2020 – immediately following Annual Meeting via GoToMeeting.**

ADJOURNMENT

- **MOTION:** to adjourn meeting was made at 7:43 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.