

Campus Walk Homeowners Association

Board of Directors Meeting Minutes

Date: Thursday, November 12, 2020
Time: 6:00 p.m.
Location: <https://global.gotomeeting.com/join/548779101>

CALL TO ORDER

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

ROLL CALL

Board Present: Suzette Avetian, President
Elke Riley, Vice 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.

APPROVAL OF MEETING MINUTES

- **MOTION:** To approve minutes from the **October 17, 2020** Board of Directors meeting. Motion was seconded and passed unanimously.

REPORTS

- Treasurer Report – Debbie Tolton

Financial Report for the period ending October 31, 2020 :

• Bank Balance	\$5,458
• Operating Balance (petty cash-on-site)	\$100
• Reserve Balance – Alliance Bank	\$188,769
• Reserve Balance – Mutual of Omaha	\$129,687
• CD – Mutual of Omaha (15m) Matures 12/20/21	\$132,040
• CD – Gateway Bank (12M) Matures 6/02/21	\$130,478
• Delinquent Assessments	\$852

- **MOTION:** To approve the financial reports for October 2020 as submitted. Motion was seconded and passed unanimously.

Campus Walk Homeowners Association
Board of Directors Meeting Minutes
November 12, 2020

- Reviewed GL#4305 and #4311(Gen. Maint.&Plumb. Exp.) – 2020 YTD
- **MOTION:** to wipe off funds borrowed from Reserve Account to cover Operating Expense from water loss due to increased assessments will replenish these funds. Motion was seconded and passed unanimously.
- Manager Report was accepted as presented.
 - Manager to touch base with Carlos – remind to pick up loose trash
 - Remind him to let us know what day he will be on-site for following week.
 - Advise if need to purchase gas.
 - Manager to contact Abraham and see if he will work with us in cleaning lower windows after the walkways have been cleaned. He can clean all the upper windows first.
 - Cover letter for Budget packet also needs to have reminder to check to make sure adequate insurance to cover the \$25,000 HOA deductible. Reference the Matrix.
 - Ms. Lynch reported there are 2 irrigation leaks – (courtyard by palm and in front of her unit).

OLD BUSINESS

- **MOTION:** to approve 2021 Budget reflecting 2% increase (\$290). Motion was seconded and passed unanimously.
- **MOTION:** to accept CCM Contract Addendum reflecting increase effective January 1, 2021. Motion was seconded and passed unanimously.

NEW BUSINESS

- **MOTION:** to accept proposal from Morgan Pavement to stripe in a walk path by North gate, replace wheel stops and move 5 parking spots to accommodate totaling \$1,250.00. Motion was seconded and passed unanimously.
- Crack sealing the parking lot – manager to solicit additional bids to include Bates Paving.

NEXT MEETING

- The next meeting is scheduled for **Thursday, December 10, 2020 – 6:00 pm. – Virtual Meeting.**

ADJOURNMENT

- **MOTION:** to adjourn meeting was made at 6:52 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.