**MINUTES OF THE COP BOARD OF DIRECTORS**

**Sept. 22, 2018, 12622 W.Prospect Dr., Sun City West, 10:00 AM**

**Introduction of visitors:** There were six residents in attendance.

**Board members present:** President Don Rife, Treasurer Dick Landis, DirectorSue Vasconcellos, and Secretary Rich Hoyt

**Open meeting:** President Rife called the meeting to order at 10:04 AM

**Approval of the May 2018 board meeting minutes:** A motion was made by Sue Vasconcellos, seconded by Dick Landis to approve the submitted May 2018 board meeting minutes. The motion passed unanimously.

**Approval of the April, May, June, July, and August financial statements:** Moved by Dick Landis, seconded by Sue Vasconcellos, and unanimously approved. Secretary Rich Hoyt was directed to forward the June financials to the residents.

**COMMITTEE REPORTS:**

* **Architectural:** A request by resident Tony Salamone to put a roof over his back patio was reviewed. Board approval was initiated by S. Vasconcellos, seconded by D. Landis, and approved unanimously.
	+ The board plans to create a policy with respect to HOA unit decorations, signage, and ornamentation that is understandable.
* **Grounds:** A detailed and comprehensive report of water usage for the months of 2018 was presented by resident Jim Kossman. Mr. Kossman expressed serious concerns that water usage was increasing and that we should be worried about usage and staying within our budget in this area. Director Vasconcellos expressed her gratitude from the HOA for all Mr. Kossman’s efforts with the irrigation and the copious research he has done to back up his views in this matter.
	+ The board has directed the grounds committee to meet with the gardener (Ray Pena) to work on strategies to more effectively use our water.
	+ The board has directed Jim Kossman and Jim Snyder to contact a horticulturist in the Surprise area for expertise regarding water consumption, plant irrigation, etc.
	+ The board has directed the grounds committee et al to create an ad hoc committee to research gleaning and trimming of citrus trees.

**Old business:** Discussion continued on creating a separate COP email address for board and board member business apart from personal email messages. More discussion and ideas were exchanged about creating a COP web site. No new action was taken on this matter.

**New business:**

* Update on roofs damaged from storms on July 9 and August 2, 2018
	+ President Rife had documentation, bids, and resident details on roofs that were repaired after the July 9 storm. His conclusion was that this item was 99% complete.
	+ August 2, 2018 damage was very limited and did not warrant paying the $5,000 deductible per claim. It was agreed that the homeowner’s expenses for the minimal damage would be cheaper through their homeowner’s personal insurance.

**Next meeting:** The board agreed the next regular session meeting will be held on Saturday, October 20, 2018 @ 10:00 AM at Don Rife’s residence.

**Motion to adjourn:** A motion to adjourn was made by S. Vasconcellos, seconded by D. Landis and passed unanimously.

Respectfully submitted,

Rich Hoyt

COP HOA Secretary