**MINUTES OF THE COP HOA CONDO ASSOCIATION**

**BOARD MEETING, NOV. 17, 2018**

**12622 W. PROSPECT DR., SUN CITY WEST, AZ 85375**

**Introduction of visitors:** Five residents were in attendance.

**Board members present:** President Don Rife, Vice-President Jim Snyder, Treasurer Dick Landis, Secretary Rich Hoyt, Director Sue Vasconcellos, Director Ruth Artz, Director Diane Shapiro (perfect attendance)

**Open meeting:** President Rife opened the meeting at 10:06 AM

**Approve the October Board Meeting Minutes:** A motion was made by D. Landis

**Approve the October Financial Statement:** and seconded by D. Shapiro to accept the minutes and financial statements from October 2018. The motion was passed unanimously.

**COMMITTEE REPORTS:**

* **Architectural:** Chairman Vasconcellos had no new business, but she has contacted the painter from (2012-13) to submit a 5 year bid for painting the HOA to aid the board in projecting costs for the next painting in 2022. We are waiting for that bid.
* **Grounds:** Chairman Snyder shared the items discussed the grounds committee items with the board from the meeting with the gardener, Ray Pena, and members J. Kossman, T. Smith, R. Hoyt, J. Snyder, and J. Nelson
	+ Citrus tree gleaning and trimming issues
	+ Citrus are **TOTALLY** the responsibility of the homeowners
	+ Future policy(s) will be discussed and presented to the homeowners at the annual spring board meeting
	+ Bush and tree issues will be presented to all residents at the annual spring meeting

**Old business:**

1. Update on the roof damage and repairs form the July 9 2018 storm
	1. All repairs have been completed by Mesa Roofing
2. Update on soliciting assistance for the creation of a COP web site
	1. The web master individual has been contacted
3. A report on the creation of a welcoming pamphlet for new owners was shared by S. Vasconcellos
	1. The pamphlet will be a condensed mini-version of the full book of declarations, by-laws, and grounds rules of the COP HOA
4. President Rife brought us up to speed on the claim we have lodged against Arizona Public Service (almost $800) for damage they caused servicing their utilities with their trucks to our sprinkler system
	1. APS has not responded, but it has only been a week
5. President Rife shared the he would work on the insurance items on the 2019 budget and V.P. Snyder was working on bids for landscaping and possible sprinkler contracts
	1. The proposed budget should be available for the board’s perusal at the December board meeting

**New business:**

No new items were discussed.

**Next meeting:**

The board agreed on Saturday, Dec. 22, 2018 @ 10:00 AM

**Motion to adjourn:**

S.Vasconcellos moved to adjourn the meeting, seconded by D. Shapiro. The board unanimously agreed to end the meeting at 11:08 AM

**Respectfully submitted,**

Rich Hoyt, COP Secretary