PENDING

**MINUTES OF THE COP HOA BOARD MEETING**

**MARCH 23, 2019 @ 10:00 AM**

12622 W Prospect Dr, Sun City West, AZ 85375

**Introduction of visitors:** There were five residents present at this meeting.

**Board members present:** President Don Rife, Vice-President Jim Snyder, Treasurer Dick Landis, Secretary Rich Hoyt, and Directors Sue Vasconcellos, Ruth Artz, Diane Shapiro, Dave Roeker, and Rita Johnson. Absent was Director Ken Davis.

**Open meeting:** President Rife opened the formal meeting at 10:01 AM

**Board approval of the (2.9.19 and 3.2.19) COP Board Meeting Minutes:** A motion was made by D. Landis, seconded by D. Shapiro, and passed unanimously to accept the February 2019 and the March Annual Spring meeting minutes.

**Board approval of the Jan 2019 and Feb 2019 financial statements:** President Rife noted that that there was a surplus of $5900 in the Association balance for the fiscal year 2018. J. Snyder made the motion, seconded by D. Shapiro to accept the financial statements as presented. The motion carried unanimously.

**COMMITTEE REPORTS:**

* **Architectural:** Nora Guest requested permission to put up a privacy divider on the perpendicular wall in her courtyard at 12735 W Castle Rock (painted the same color as the house). S. Vasconcellos made the motion, seconded by D. Shapiro to allow this addition to the property. The motion carried unanimously
* D. Roeker and his new roofmate (12502 and 12506 W Prospect) will be installing a new roof on their shared unit. The Architectural Committee will have to approve the color of the shingles.
* There was a discussion by the residents and the board on foundation repairs of the cement along the edges of several properties in the COP HOA. No action was taken by the board on this issue until discussions with the painters and pest people can be completed. In general, the issue of foundations and COP responsibility to the repair of such is an issue that still has to be investigated.
* **Grounds:** Jim Snyder made the suggestion that the easement between his property (12619 W Castle Rock) and Patti Phillips (12615 W Castle Rock) be covered with gravel

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with grass and sprinkler removal. The board agreed Mr. Snyder should pursue this activity to be sure both residents were in agreement.

* Resident Chet Penta reminded the board of the gravel he was promised to finish his side flower beds last year. Coupled with Mr. Snyder’s request and getting a second pair of residents to gravel their easement, the cost of supplying gravel to Mr. Penta would be more affordable because of the volume of material being delivered.
* Mr. Snyder reminded us that there will be a cleanup of unused bricks and other materials being stored in the flower beds along the sides of several units. Storage of these items in these areas is an invitation to rodents and pests. Residents can bring these materials to the curb on a collection day being offered by the board (date not set, yet).
* Mr. Snyder shared that periodical meetings would be held with the gardeners/landscapers by the grounds committee to evaluate their performance and discuss any issues with their activity beginning in the Fall of 2019.

**Old Business:**

1. President Rife informed the Board that Arizona Public Service honored their commitment to pay for their damages (trucks over a sprinkler line) to COP property by submitting us a check for $778.
	1. Resident and grounds committee person, Jim Kossman, suggested we use these monies specifically for water/sprinkler needs in the coming year.
2. Sue Vasconcellos, chair of the ad hoc welcoming committee, reported that information, i.e. rules, bylaws, etc. will be delivered to new residents in the future. Use of the web site will be addressed at that time, as well. Normally the real estate vendor is responsible for that information, but it is often not given.
3. Use of the web site was discussed. Rich Hoyt will “double” all information (send an email and refer to the web site) until September 2019. A quick email for the remainder of the year will suggest the resident check the web site for new information that has been posted.
	1. The web site, copcondo.org, is informational only. It is a compact and attractive way to keep the residents informed.
	2. **NO RESIDENTS NEED TO LOG IN TO THE WEB SITE,** just pull the site up on the internet and click on the tabs for the specific information that is needed, i.e. click on “Social Gatherings” for the next Gathering on the Green.

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* 1. **ONLY ADMINISTRATORS WILL BE ABLE TO LOG IN TO THE WEB SITE**

**New Business:**

1. The architectural committee has been directed to check with Albreck Painting about any warranty on paint peeling.
2. A request was logged in to the board regarding a call to APS, and composing an official letter from the COP board regarding an electrical box behind the residence of Linda Roberts (12515 W Castle Rock Dr) needing repair. It appears the electrical contents of this box are exposed and could cause a danger to passers by.
3. Election of the new board officers.
	1. President Rife, Vice-President Jim Snyder, and Treasurer Dick Landis are vacating the board.
	2. Newly elected board Directors are Rita Johnson, Dave Roeker, and Ken Davis.
	3. Diane Shapiro agreed to take on the office of Vice-President.
	4. Ken Davis agreed to assume the duties of Treasurer.
	5. Rich Hoyt will continue as the Board Secretary.
	6. No other board members felt they could fulfill the responsibilities of the president’s position.
		1. President Rife agreed to lead the board for another month in hope we could resolve this issue.
	7. A president’s newsletter is forthcoming from Mr. Rife which will include the changing water and bubbler times.

**Next meeting:** The next meeting was scheduled for the Saturday following the Easter weekend, April 27th @ 10:00 AM at 12622 W Prospect, SCW.

**Motion to adjourn:** A motion was made by R. Hoyt, seconded by J. Snyder to adjourn the meeting. The motion passed unanimously at 11:15 AM.

Respectully submitted,

Rich Hoyt

COP HOA Secretary