**MINUTES OF THE REGULAR BOARD MEETING OF THE COP HOA**

**SATURDAY, NOVEMBER 23, 2019 @ 9:30 AM, 12711 W CASTLE ROCK DR, SCW**

**Recognition of visitors:** There were six residents present at this meeting: Jan Nelson, Chet Penta, Deb Penta, Sharon Davis, Sheryl Hoyt, and Grounds Committee Chairman Jim Kossman.

**Board members present:**  President Rich Hoyt, Vice President Diane Shapiro, Treasurer Ken Davis, Secretary Dave Roeker (remote), and Director Sue Vasconcellos.

**New Business Agenda Items to be added:**

Colby Management information letters for 2020

Pest Control/Weed Control

Proposed 2020 budget

**Open meeting:** President Hoyt called the meeting to order at 9:36 AM

**Approval of the last COP Board meeting minutes (dates):**

Regular board meeting on October 26 and Special board meeting on October 29. Motion to approve by Ken Davis. Seconded by Diane Shapiro. Motion carried.

**Treasurer’s report:** Reports of the financial and balance statements from October of 2019.

As of October we have $14,833 in Operating Equity and $62,915 in Reserve Equity. Major disbursements in October were $3,524 to Loma Verde for over seeding and $828.00 for irrigation repair.

Ken noted that we have a $12,251 current operating year surplus. He wondered if we could move this money to the painting reserve equity. This could allow us to repaint earlier than the 10 year window we currently use. The board felt we should wait until the December meeting to see where we are at with the budget at year end.

**Approval of the financial statements (dates):** Approval of the financial statements and balance sheets from October 2019. Diane Shapiro made a motion to approve the September 2019 financial statements. Sue Vasconcellos seconded. Motion carried.

**COMMITTEE REPORTS:**

**Architectural report and approval.** Sue reported that Rita Johnson wants to remove her satellite TV dish and replace it with a broadcast antenna. We all had broadcast antennas at one time but most have now been removed. They became a roosting spot for pigeons and pigeon droppings caused the asphalt shingles to deteriorate. Much discussion followed about other options such as digital TV antennas that don’t even need to be on the roof. The board tabled this request until we can talk to Rita about other options that may be more desirable.

**Grounds:** Report on issues discussed and evaluated at the November 20th Grounds Committee Meeting.

**Grounds report and approval.**

Grounds Committee Chairman Jim Kossman discussed tree replacement and noted that a wish list of 10 trees would cost approximately $3,000.00. The three types of trees that have been approved are bonita ash, evergreen ash, and Chinese elm. We have received 3 written requests for tree replacement from Sue Vasconcellos, Diane Harvey, and Sally Illingworth. An additional tree needs to be replaced at the corner of Omega and Prospect Drives. Locations of these trees will be designated by our Grounds Committee. Bids for these four trees were obtained from three different nurseries. The bid that Jim recommended to the board is from Moon Valley Nursery for $1,860. This would include planting and a one year warranty. After discussion Ken Davis made a motion to approve the bid From Moon Valley Nursery. Sue Vasconcellos seconded . Motion carried unanimously.

Jim also mentioned that we need to develop a policy for citrus tree replacement. This needs to be in writing. It could then go on the ballot for the spring annual meeting for a homeowners vote. This should go on the December meeting agenda as old business.

Dale Stroh wants to remove the pine tree next to his garage. This would be at his expense but once he presents a bill to the board we would give him a $300.00 rebate.

Sharon Monasterio feels that she has a dead tree. Jim will have Ray look at it. Sometimes they may look dead in the off season but then come back. We should give it time and see what it does.

Jim reported that we are waiting on a bid from Ray for gleaning and trimming of citrus trees.

**Old Business:**

Ken Davis and Rich Hoyt worked on the 2020 budget. They talked to Dennis LaChance from Farmers Insurance and learned that by increasing our HOA policy deductible from $5,000 to $10,000 we could reduce our insurance cost for next year by 2%. Every homeowner in the HOA should make certain that their dwelling coverage is $10,000. This will cover the new HOA deductible amount.

Ken presented the 2020 proposed budget which included increases in the trash pickup by Parks & Sons as well as a doubling of the office supply budget. The office supply budget will now include the printing and mailing costs for a proposed HOA newsletter. The monthly homeowner assessment will be increased from $270.00 to $275.00. Overall the budget was increased by less than 2%. We need to approve the budget so that we can let Colby know about the new monthly amounts. After discussion, Diane Shapiro made a motion to approve the 2020 proposed budget. Sue Vasconcellos seconded it. Motion carried.

**New Business:**

1. Colby Management information letters for 2020. Ken Davis reported that Colby has been sold so there will be changes in their fee schedule. Of course this means that all fees will increase. There has also been a law passed that all HOA’s with 50 or more units must send out a monthly statement to their residents if their assessment is billed monthly. We may be able to get around this by billing our assessments quarterly. That would affect all our residents. There was discussion on looking into this possibility. Sheryl Hoyt is investigating what other HOA’s are doing regarding this new law. Since we are increasing our assessment from $270.00 to $275.00 we will need to send an assessment change form to Colby. We will continue to pay Colby $225.00 to file our state and federal income tax.
2. Weed Control: There was extensive discussion on weed control and different options. It appears that nobody is happy with our current weed control. One option would be to take weed control away from Ray and go with another vendor. The vendor would have to be licensed and bonded. The vendor would apply herbicide and pre-emergent treatment twice a year. The cost for this would be $2,500 twice a year. What we would save by taking this away from Ray would not totally cover the new cost. There is also the issue of us having a 2 year contract with Ray. Should we try different weed control for a year and see what happens? There was even discussion of replacing Loma Verde with another gardener. That would probably be more expensive but might produce better results. Diane Shapiro made a motion to pursue weed control with a separate vendor and continue to investigate other options. Sue Vasconcellos seconded. Motion carried.
3. Pest Control: Several homes on Prospect Drive are showing signs of rodent infestation. There are holes under the foundation. This is where the rodents nest. We need to pick up any fruit on the ground in the HOA. Eliminating the food source will discourage them. We should continue to set traps in affected areas. If you need a trap, contact a member of the Grounds Committee.
4. Upcoming Annual Meeting: We need to schedule the annual meeting. It is usually between the middle of March and the middle of May. We will need volunteers to sign people in and count ballots. We need to obtain cake, coffee, and water and volunteers to serve them.

**Next meeting date:** The next meeting was scheduled for Wednesday, December18th @ 5:30 PM at 12627 W Castle Rock Dr, SCW.

**Motion to adjourn:** A motion was made by Diane Shapiro, seconded by Sue Vasconcellos to adjourn the meeting. The motion carried. The meeting was adjourned at 11:42 AM.

Respectfully submitted,

Dave Roeker

COP HOA Secretary