**MINUTES OF THE COP CONDO ASSOCIATION**

**2020 ANNUAL MEMBERSHIP MEETING**

**MARCH 14 @ 1:00 PM**

**CASTLE ROCK CUL DE SAC, SCW**

**Confirmation of a quorum:** 26 residents present, 45 ballots counted.

**Meeting called to order:** The meeting was called to order at 1:01 PM.

**Introduction of new HOA members, current board members and guests:**

President Rich Hoyt, Vice-President Diane Shapiro, Treasurer Ken Davis, Secretary Dave Roeker, Architecture Committee Chairman Jim Snyder, Grounds Committee Chairperson Jan Nelson, Director Sue Vasconcellos, and Director Ruth Arzt. No new residents were in attendance but Rich noted that brothers Mike and Mark Nelson are moving into Diane Harvey’s unit on Omega Dr. There were no guest speakers.

**Approval of the 2019 Annual Membership Meeting Minutes:** Diane Shapiro made the motion, seconded by Jim Snyder, to approve the minutes of the 2019 Annual Spring Membership meeting. The motion carried unanimously.

**President’s Report:** President Hoyt thanked all those who stepped up in a year of change on the board. He noted that feeding of birds other than hummingbirds causes problems with droppings, nests and may attract rats as well. We had bee issues again, this time at Jack Kangas’ home. Due to all the storms and claims in last couple years, the deductible is now $7200 for roof wind and hail claims. We should now call Jan Nelson rather than Jim Kossman with irrigation problems. The website for our HOA is COPCONDO.ORG and by the end of the year all communications will be there. We will no longer communicate by email except in emergency situations. Jim Kossman, Paul Hubbard and Rich Hoyt will maintain the content on the website. For residents without internet access, we will continue to print and hand deliver documents. Ballots for the Annual Meeting will always be hand delivered. Rich thanked Paul Hubbard for all he does. He is always willing to help when needed.

**Treasurer’s Report:** Ken Davis presented the report. As of December of 2019, we had $14,000 in operating, $63,000 in reserves and $13,000 in excess equity. That excess equity will be split into 3 equal amounts of $4,365 and rolled into Painting, Sprinkler, and Major Maintenance reserves. That will bring the Painting reserve up to $50,309, the Sprinkler reserve up to $6,600 and the Major Maintenance reserve up to $20,000. Current expenses were $1,150 to Nelson for weed application, $150 for bee mitigation at the Kangas house, $5,090 for tree trimming, $446 for a 1.5 inch irrigation valve and $100 for our annual membership in HOHA. We are in good financial shape except for the Painting reserve which will be a little short by the time we paint again in 2023. We need to work on getting that reserve up.

**COMMITTEE REPORTS:**

* **GROUNDS**

The Grounds Committee report was presented by new chairperson Jan Nelson. She thanked Jim Kossman for all his work and noted that the grounds look wonderful. 32 bushes and 7 trees have been replaced. We should contact Jan or Chet Penta with any irrigation issues. Don’t call Jan on her land line as she no longer answers it. Water usage is down due to conservation and rain. We need to check our bubblers and sprinklers for proper operation. We also need to check for leaking faucets and running toilets. These can dramatically increase our water usage. We need to keep our courtyard trees and shrubs trimmed away from the soffits for rat control. They should be no more than 6 feet high. Jan also noted that she has the remote control for the irrigation system. This can be used to check for proper operation of bubblers and sprinklers.

* **ARCHITECTURAL**

Architectural Committee chairman Jim Snyder reported that there is a new form for architectural changes. Once it has been approved by the board it will be available on the web site. The purpose of this form is to make sure that exterior changes are within the guidelines of the community. The other members of Jim’s committee are Ron Steel and Dale Stroh. He continues to look for additional members. Projects since He took over include installation of solar for Rich Sorenson, new garage doors for Paul Hubbard and Dale Zimmerman, new roofs for Ken Davis and Diane Shapiro, and installation of solar for Diane Shapiro. The grading and installing of sod on the Dyksterhouse patio project will be done by Loma Verde and would have begun except for all the rain. It will begin as soon as the ground dries out sufficiently. Jim stressed that the new form must be used and board approval is necessary for any exterior changes including doors, windows, wall or patio extensions, roofs, pergolas, antennas, satellite dishes and solar installation.

* **WELCOMING COMMITTEE**

Diane Shapiro is the chairperson of the newly formed Welcoming Committee. Also on the committee are Ruth Arzt, Sheryl Hoyt, Paul Hubbard and Sharon Davis. Information packets for new residents will be created and distributed on flash drives rather than a pile of paper. Diane thanked Paul for his work with the flash drives.

**Ratify the 2020 Annual Budget:** The submitted budget for the fiscal year 2020 was printed and delivered to all residents as part of the ballot packet. Rich thanked Ken Davis for all his work on the budget. 2020 budget was approved by ballot vote of the residents.

**Elections of Directors (Board Members):** Diane Shapiro and Ruth Arzt opted to return for another term. Jan Nelson ran unopposed and will be a new board member. All 3 were elected by ballot vote of the residents.

**Closing comments by President Rich:** Rich reminded residents that they should opt for email monthly assessment notices from Colby rather than US Mail. This will save us $1 per month per resident which would be $600 per year. There are currently 21 residents still getting statements mailed to them. Rich thanked Sally Illingworth, Lee Gainey, Sue Sutherland and Joan Kossman for counting and tallying the ballots. Rich thanked Meg Quarrie for updating and maintaining the resident roster. He noted that we need emergency contact information for all residents. The next meeting will be 3/28/2020 at 10:00 AM at the Hoyt residence.

**Motion to adjourn:** Dave Roeker made the motion to adjourn, and was seconded by Rich Hoyt. The motion carried unanimously. The meeting adjourned at 1:48 PM.

Cookies water and coffee were enjoyed at the conclusion of the meeting.

Respectfully submitted,

Dave Roeker

COP HOA Secretary