**COP CONDO ASSOCIATION**

**AGENDA for Saturday 2.13.21 @ 9:30 AM**

**12711 and 12715 W Castle Rock Dr on Front Patios**

***Please use our Website: copcondo.org***

**RECOGNITION OF VISITORS:** Visitors are welcome. In keeping with COVID-19 Safety Precautions, masks must be worn. Limited seating available. Please RSVP for seating or bring your own lawn chair. If you have an issue, please submit it in writing to Ken Davis to be added it to the agenda. *Visitors, please hold remarks untill end of the meeting*.

**BOARD MEMBERS PRESENT (Establish quorum):**

**CALL TO ORDER: President (Diane Shapiro-Acting):** *Gavel*

**APPROVAL OF MINUTES: (SECRETARY: Dave Roeker)**

1. Need Board approval the minutes for 16 January 2021. The Minutes are posted on our website “copcondo.org” once approved.

**PRESIDENT’S REPORT: (Diane Shapiro-Acting)**

1. In preparation for the Annual Meeting on 6 March, Paul Hubbard will be assisting in preparation of the Ballots and proposed changes to our HOA Rules and Regulations.
2. The Nominating Committee (Ruth Arzt and Sharon Davis) will submit the new and returning member names to the ballot for the March 6 Annual Meeting. Once the nominees are approved by the Homeowners at the Annual Meeting, these Board members will be eligible to fill vacant Officer positions as needed. The BOM will elect its own new Officers at the next Regular Board Meeting tentatively planned for Saturday 10 April.

**VICE PRESIDENT REPORT:** None at this time.

**TREASURER’S REPORT: (Ken Davis)**

1. Board approval of the November financial statements from Colby Management. Financial statements are posted on our website “copcondo.org” once approved.
2. Review the Financials for December.
	* Discuss Operating and Reserve balances.
3. Disbursements for December include:
	* Office expenses paid
	* Maintenance expenses paid
	* Expenses to be paid in January
4. The 2021 Budget was approved by the Board and submitted to Colby Management. It must be approved by the majority of Homeowners (HO) at our Annual Meeting in March.
* EPCOR Water/Sewer rate hikes are planned for 2021. Hearings are ongoing and we will not know which of 5 scenarios will be approved until after the March. RCSCW and PORA represent us.

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Tom Smith):**

1. No new projects have been announced since October
2. The Board approved a revised Architectural Plans Form to add Committee Member signature, date and recommendation. Paul Hubbard added the requested additional information in Version 4. It is available to Homeowners on our website “copcondo.org”.

**GROUNDS (Jan Nelson):**

1. Present and approve the proposed new Rules and Regulations
2. Present and approve the proposed new Maintenance and Common Area Regulations
3. Vote on Boulevard Tree Resolution
4. Water usage for December
5. Nelson Weed Control sprayed our grass areas on Thursday 7 January.
6. Update on removal of dead shrubs and thinning of dead tree branches.
7. Update on the status of the annual ‘citrus gleaning’ and tree trimming. Loma Verde is offering this service with fruit going to St Mary’s.

 **NOMINATING COMMITTEE (Ruth Artz & Sharon Davis):**

1. We have three board members returning in March. Diane Shapiro and Jan Nelson have another year on their present term. Ken Davis has completed his 2-year term as Treasurer, but will be on the ballot for another 2-year term. New nominees include Tom Smith and Pat Sannerud.

 **SOCIAL/HOSPITALITY (Sharon Davis):** Need setup help for annual meeting.

**UNFINISHED BUSINESS:**

1. Reminder to use the Colby digital monthly fees form for quarterly statements and Sure Pay to auto pay your monthly assessment.
2. Continued encouragement to use the web site “copcondo.org” to be maintained current by Ken Davis and Paul Hubbard

**NEW BUSINESS*: Floor now open for anyone to speak.***

1. Add any issues presented before opening the meeting that were not architectural or gardening issues.
2. Gathering on the Green (GOG) was successfully held in January. Suggest gatherings be held the 3rd Tuesday of every *other* month (i.e., 16 March, 19 May and so forth).

**NEXT MEETING DATE:**

1. The HOA Annual Meeting is Saturday 6 March at 10:00 am in the Cul-de-Sac.
2. It must be held between February 13 and March 16. The Agenda and new Director Ballots must be submitted to members two weeks prior.

**MOTION TO ADJOURN:** *Gavel*