**COP CONDO ASSOCIATION MEETING**

**MINUTES for Friday 06.17.22 @ 9:30 AM**

**Davis’ Front Patio at 12711 W CASTLE ROCK DR**

***Please use our website: “copcondo.org”***

**RECOGNITION OF VISITORS:** President Ken Davis welcomed all visitors.

**CALL TO ORDER: President (Ken Davis):** President Ken Davis call the meeting to order at 9:33 AM.

**RESIDENTS PRESENT (Pass Sign-in Sheet):** Kevin Blair, Roger and Lee Cousin

**BOARD MEMBERS PRESENT (Establish Quorum):** President Ken Davis, Vice President Tina Blair, Secretary Pat Sannerud, Treasurer Ken Davis, Director and Grounds Committee Chairperson Jan Nelson, and Welcome and Hospitality Committees Chairperson Sharon Davis.

**APPROVAL OF MINUTES: (SECRETARY: Pat Sannerud)**

1. Board approved the Regular Meeting minutes for 21 May 2022. Ken Davis made a motion to approve the minutes, seconded by Tina Blair. Motion carried. The approved Minutes are posted on our website “copcondo.org” once approved.

**PRESIDENT’S REPORT: (Ken Davis)**

1. This is the last Regular BOD Meeting before we adjourn for the summer.
2. An emergency “email” meeting was held on 7 June to consider and approve a new HVAC unit for Chet and Debi Penta on Omega.
3. Myra Fribourg has moved into her new home at 12538 W Prospect.

**VICE PRESIDENT REPORT: (Tina Blair):**

1. None

**TREASURER’S REPORT: (Ken Davis)**

1. Board approved April Financial Statements from Colby Management. Jan Nelson made a motion to approved, seconded by Pat Sannerud. Motion carried. The approved March Financials are posted on our website “copcondo.org.”
2. May Financials - Operating Balances.
	* Assets Totaling $102,412.60
		+ Operating Total - $15,011.45
		+ Reserve Total – $81,264.91
		+ Certificate Interest - $6,136.24
3. Liabilities and Equity total $102,412.60
	* Operating Equity Total - $15,011.45
	* Homeowner Equity – $11,586.28
	* Operating Current Year Surplus - $3,425.17
4. Reserve Equity Total - $87,401.15
	* Painting - $52,228.54
	* Sprinkler - $10,712.00
	* Major Maintenance - $24,393.15
	* Reserve Interest - $67.46
5. Disbursements for May include:
	* Landscaping Rodriguez Ruelas $1930 for tree trimming
	* Loma Verde Landscape $437.50 for sprinkler repair
	* Loma Verde Landscape $1645.00 for tree trimming

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Jerry Phipps): Architecture Requests**

1. Myra Fribourg for a new security door
	* Approved by the Architecture Committee
	* Motion to approve request by Jan Nelson, seconded by Pat Sannerud. Request approved.
2. Kevin Blair for the addition of a barrier between the grass and his home since grass will not grow in the area.
	* Approved by Architecture Committee
	* Expense for removal of the grass, capping the sprinkler, and adding curbing and pavers of $310 will be covered by the homeowner. HOA will pay $270 for stone.
	* Motion to approve request by Jan Nelson, seconded by Pat Sannerud. Request approved.
3. Chet and Debi Penta for replacement of their HVAC unit. This was treated as an emergency AR and unanimously approved by email vote.
4. Jan Nelson and Linda Roberts for garage door replacement. Since the board will not be meeting until September, Jan asked for conditional approval. Architecture Requests will be provided to the Architecture Committee for approval before work is started. Motion for conditional approve by Tina Blair, seconded Pat Sannerud. Request is conditionally approved.
5. Homeowners are reminded that an Architectural Request must be approved by the Board before any new exterior projects are started.

**GROUNDS (Jan Nelson):**

1. Bee infestation in the Olive trees in the common area. Ken Davis will review the trees that have bees and determine the best approach to deal with the bees.
2. Status of Tree Trimming - Complete
3. Requests for Tree Removal – All requests completed
4. Status of the citrus tree gleaning/trimming – Gleaning is complete, trimming is in process.

**PAINTING Committee (Tina Blair):**

1. A report of damage needing repair before painting was provided to the Board. Homeowners will be notified if their property is included in the list.
2. Inspection by contractors to provide bids to repair damage is in process. Deadline to complete the work is end of August.

**WELCOME Committee (Sharon Davis):**

1. The Welcome Committee will visit new homeowners with the next few weeks.
2. We had our last Gathering on the Green (GoG) on 17 May (3rd Tuesday) at 4:00 pm behind Sutherlands. We will start up again in the Fall.

**UNFINISHED BUSINESS: (None)**

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

1. A discussion was held on the need for approval of non-emergency Architecture Requests during the summer months. Homeowners present at the meeting would like a process to approve those requests. The Architecture Committee needs to determine if a process is needed for non-emergency Architectural Request during the summer months. ACTION ITEM: Jerry Phipps

**NEXT MEETING DATE:**

1. The next Regular Board Meeting is tentatively scheduled for Saturday 22 October at 9:30 am on the front patio at 12711 Castle Rock Drive.

**MOTION TO ADJOURN:** Motion to adjourn by Pat Sannerud, seconded by Tina Blair. Meeting Adjourned at 10:19 AM.