**COP CONDO ASSOCIATION MEETING**

**MINUTES for Saturday 10.15.22 @ 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 called the meeting to order at 9:29 AM.

**RESIDENTS PRESENT (Pass Sign-in Sheet):** Roger and Lee Cousins. Sandi Tischer, Chet and Debi Penta

**BOARD MEMBERS PRESENT (Establish Quorum):** President Ken Davis, Secretary Pat Sannerud, Treasurer Ken Davis, Director and Grounds Committee Chairperson Jan Nelson, Director and Architectural Committee Chairperson Jerry Phipps, and Welcome and Hospitality Committee Chairperson Sharon Davis,

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

1. Board approved Regular Meeting minutes for 17 June 2022. Jan Nelson made a motion to approve the minutes, seconded by Jerry Phipps. Motion carried. The Minutes are posted on our website “copcondo.org” once approved.

**PRESIDENT’S REPORT: (Ken Davis)**

1. This is the first Regular BOD Meeting since early summer. We have held several email votes to handle urgent architectural requests.
2. Tina Blair submitted her resignation, effective 28 September 2022. She and Kevin are selling their home and moving back to Omaha. Although on the BOD only a few months, Tina did an amazing job getting our HOA ready to start painting. We greatly appreciate her efforts. Also, Kevin will be missed on the Grounds Committee.
3. Daryl and Daria Miglia have moved into their new home at 12714 W Omega. They moved here from a larger property in Wittman. They are making some significant improvements to this property. Please welcome them to the neighborhood.

**VICE PRESIDENT REPORT: (Vacant):**

1. None

**TREASURER’S REPORT: (Ken Davis)**

1. Board approved the May Financial Statements from Colby Management. Jan Nelson made a motion to approved, seconded by Jerry Phipps. Motion carried. The approved May Financials are posted on our website “copcondo.org.”
2. **June Financials** - Operating Balances.
	* Assets Totaling $103,003.02
		1. Operating Total - $15,663.30
		2. Reserve Total – $81,188.00
		3. Certificate Interest - $6,151.72
3. Liabilities and Equity total $103,003.02
	* Operating Equity Total - $15,663.30
		1. Homeowner Equity – $11,586.28
		2. Operating Current Year Surplus - $4,077.02
4. Reserve Equity Total - $87,339.72
	* Painting - $52,938.54
	* Sprinkler - $10,900.00
	* Major Maintenance - $23,48.15
	* Reserve Interest - $93.03
5. June Disbursements.
	* AZ Tree and Hardscape for Tree Removal - $1305
	* Reimbursement to Abel Alday for the tree removal - $300
6. **July Financials** - Operating Balances.
	* Assets Totaling $103,902.09
		1. Operating Total - $15,325.18
		2. Reserve Total – $82,425.19
		3. Certificate Interest - $6,151.72
7. Liabilities and Equity total $103,902.09
	* Operating Equity Total - $15,325.18
		1. Homeowner Equity – $11,586.28
		2. Operating Current Year Surplus - $3,738.90
8. Reserve Equity Total - $88,576.91
	* Painting - $53,648.54
	* Sprinkler - $11,088.00
	* Major Maintenance - $23,728.15
	* Reserve Interest - $112.22
9. Disbursements for July include:
	* Loma Verde Landscape: Fertilizer - $592.94
	* Loma. Verde Landscape: Irrigation Repairs - $722.50
	* Colby for Income Tax Prep - $60.00
	* Ken Davis for Copies - $19.27
10. **August Financials** - Operating Balances.
	* Assets Totaling $107,085.72
		1. Operating Total - $17,269.87
		2. Reserve Total – $83,664.33
		3. Certificate Interest - $6,151.72
11. Liabilities and Equity total $107,085.72
	* Operating Equity Total - $17,269.67
		1. Homeowner Equity – $11,586.28
		2. Operating Current Year Surplus - $5,683.39
12. Reserve Equity Total - $89,816.05
	* Painting - $54,358.54
	* Sprinkler - $11,276.00
	* Major Maintenance - $24,048.15
	* Reserve Interest - $133.36
13. There were no additional special disbursements for August.
14. Financials for September are not available for this meeting.
15. Motion to approve the annual expense of $119 for HOA Leader Program by Ken Davis, second by Jerry Phipps. Motion to purchase approved. All board members will have access.
16. ACTION ITEM: Need to get the budget input to Ken in the next 10 days. Need to have the completed and approved 2023 budget to Colby by 1st week of December.

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Jerry Phipps):**

1. New Architectural Requests submitted and approved by the Board since the last Board Meeting:
* Chet and Debi Penta for replacement of their HVAC unit. This was treated as an emergency AR and unanimously approved by email vote.
* New Garage Doors request for Davis’, Blair’s, Ware’s, L McDaniel, B Saillard, J Nelson, and L Roberts were approved by email vote.
* Daryl Miglia for new windows and sliders request for It was approved by email vote. Opendoor Real Estate, the previous owner, installed a new garage door before the sale.
* Kevin Blair’s request for the addition of a gravel barrier was cancelled. Project was not started as they are moving.
* Patricia Phillips’ for a security door, was approved by email.
* Meg Quarrie’s request for front patio divider was approved via email.
* Gerald Phipps for driveway coating, was approved by email.
1. Homeowners are reminded that an Architectural Request must be approved by the Board before any new exterior projects are started. We had a recent violation of this COP Regulation as a new homeowner had a replacement garage door installed without getting approval (necessary to insure that style and color match that of the roofmate).

**GROUNDS (Jan Nelson):**

1. Water use at the end of August slightly under budget, but the actual amount of water used is up over last year.
2. The HOA will not overseed the lawn with Rye this year because of the painting activities.
3. Request from Chet and Debi Pentis to overseed the area around the sewer repair area. Motion made to purchase to 100 lbs. of Winter Rye grass seed for use by homeowners. Jan Nelson made the motion to approve the purchase, seconded by Ken Davis. Motion approved.
4. Status of Tree Trimming
* Grounds Request from Jerry Phipps for removal of Boulevard Pine Tree funded by owner. Motion made to approve by Jan Nelson, seconded by Ken Davis. Request approved.
* Grounds Request from Pat Sannerud and Susan and Jim Sutherland for new tree. Motion made to approve by Jan Nelson, seconded by Ken Davis. Request Approved.
* Reviewed new Grounds request **form** for homeowners to request tree and shrubs changes. Motion to approve form by Jan Nelson, seconded by Pat Sannerud. The form was approved. Find the new *Landscaping Submission/Application Form* on the Information and Forms Section on our website “copcondo.org”.
* Tree and shrub maintenance will be planned and completed after the painting is complete. Please use the *Landscaping Submission Form* to inform the Grounds Committee of individual homeowner needs.
* Tree replacement at 12702 Omega will be delayed until after painting is complete.

**PAINTING Committee (Jan Nelson):**

1. With Tina’s Resignation, the painting project was turned over to Tom Smith, Sandy Tischer, and Jan Nelson. Tina did all she could to prepare us to start painting on 3 October.
2. A wood repair contract was bid by Dodge Construction and Albrecht and Son LLC. It was awarded to Albrecht for a total of $8700 to be paid ½ upfront and ½ upon completion.
3. Wood damage needing repair before painting, being done by as needed.
4. Painting is currently ahead of schedule at this date.
5. Treatment for the ants being done by Arrow this week and next week. Additional treatments will be scheduled as needed as painting continues.

**WELCOME Committee (Sharon Davis): Next Gathering on the Green**

1. We had our last Gathering on the Green (GoG) on 17 May (3rd Tuesday) at 4:00 pm behind Sutherlands. Our next GoG will be a Potluck on 15 November at 4:00 pm. Please bring a chair, a drink, and a dish to share. Sharon will coordinate.

**UNFINISHED BUSINESS: (None)**

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

1. No new business.

**NEXT MEETING DATE:**

1. The next Regular Board Meeting is scheduled for Saturday 19 November at 9:30 am on the front patio at 12711 Castle Rock Drive.

**MOTION TO ADJOURN:** Meeting to adjourn 10:51AM.