**COP CONDO ASSOCIATION MEETING**

**Minutes for Saturday 02.18.23 @ 10:00 AM**

**Davis’ 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 10:08 AM.

**RESIDENTS PRESENT (Pass Sign-in Sheet):** Robert and Joanie Frank, Lee and Rodger Cousin, and Myra Fribourg

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

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

1. The Board approved the Regular Meeting minutes for 21 January 2023. Ken Davis made a motion to approve, seconded by Jan Nelson. Motion carried. The Minutes are posted on our website “copcondo.org” once approved.

**PRESIDENT’S REPORT: (Ken Davis)**

1. The 2023 COPC Annual Meeting is scheduled for 11 March 2023 @ 11:00 AM. A small brunch will be provided by the HOA. The meeting will be held on the green behind Davis’. The community will elect new directors and approve the Annual Budget.
   * Nominees for director include existing directors: Ken Davis (3rd term), Pat Sannerud (2nd term), and Jerry Phipps (2nd term)
   * New nominee for director is Myra Fribourg (to complete Tina Blair term 1st term). Myra lives on Prospect.
2. Please submit comments on the quality of work provided by our painting contractor Albrecht and Son, LLCby end of February 2023. The BOD will summarize and submit the overall evaluation. Ken will talk to the vendor to request that each homeowner will have cans of touch-up paint.
3. Our website “copcondo.org” is being updated to add information and reports for 2023. Our Webmaster Brian Weir has provided invaluable assistance to improve the organization of our website.

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

1. None.

**TREASURER’S REPORT: (Ken Davis)**

1. Board approved the December Financials. Jan Nelson made a motion to approve, seconded by Pat Sannerud. Motion carried.
2. January Financials – Operating balances.
   * Assets Total $57,508.34
     1. Bank Operating Total $28,172.84
     2. Reserve Total $29,335.50
        1. Bank Reserve $23,144.76
        2. Bank Certificate $6,190.74
   * Liabilities and Equity Total $57,508.34
     1. Operating Equity Total $28,172.84
        1. Homeowner Equity $22.0435.57
        2. Operating Current Year Surplus $6,127.27
   * Reserve Equity Total $29,335.50
     1. Painting $918.54
     2. Sprinkler $11,550.50
   * Major Maintenance $16,613.15
   * Reserve Interest $253.31
3. Disbursements for January include:
   * Albrecht and Son LLC $11,400 for the final draw for Painting
   * “HOAleader.com” Membership $119
   * Brian Weir for “copcondo.org” website $100
   * Jan Nelson for GoG plates and napkins $40
4. Awaiting CAU Master Policy Premium amount scheduled for 1st March 2023
5. Need to plan for the increase in the sewer rate for this year.

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Jerry Phipps):**

1. New Architectural Requests submitted since the last Board Meeting:

* None

1. Homeowners are reminded that an Architectural Request must be approved by the Board before any new exterior projects are started.
2. Deadline for Architectural Requests is one week before the next BOD meeting.

**GROUNDS (Jan Nelson):**

1. Water use up a little for this month from last year, but under for the year.
2. Our landscaper is monitoring the sprinkler schedule based on the amount of rain received.
3. Status of Tree Removal and Shrub Replacement.
   * Rodger and Lee Cousin had their Pine tree removed.
   * Plan for replanting shrubs and trees was presented.
4. Bee removal at 12626 Prospect is complete. A plan to take action to prevent future bee nests from forming in the olive trees is in the works.
5. Forms for Citrus Gleaning will be delivered to all homeowners with citrus trees. Please read carefully. If you want your trees gleaned and/or trimmed, return completed form to Jan Nelson with a check made out to Ray Pena.

**PAINTING Committee (Jan Nelson):**

1. Painting was completed on 4 January 2023, ahead of schedule. We still need to submit an evaluation of the painting quality and friendliness of employees. Evaluations due to Ken Davis by end of February.

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

1. Our next Gathering on the Green (GoG) will be a Potluck and is scheduled for 18 April (3rd Tuesday) at 3:30 pm at Sutherland Crossing. Please come with a chair, a drink and a dish to share.

**UNFINISHED BUSINESS: (None)**

**NEW BUSINESS*:* (None)**

**NEXT MEETING DATE:**

1. The next Regular Board Meeting is scheduled for Saturday 22nd of April at 10:00 am at Davis’ located at 12711 Castle Rock Drive.

**MOTION TO ADJOURN:** Ken Davis made a motion to adjourn the meeting, seconded by Jan Nelson. Motion carried. Meeting adjourned at 11:15 AM.