**COP CONDO ASSOCIATION MEETING MINUTES**

**for Saturday 1.20.24 @ 9:30 AM**

 **at Davis’ 12711 W Castle Rock Drive**

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

 **VISITORS: Dale Stillman, Susan Sutherland, Jim Sutherland, Joan Frank, Bob Frank**

**CALL TO ORDER: By President Ken Davis at** *9:38 am*

**BOARD MEMBERS PRESENT**: President Ken Davis, Vice-PresidentJan Nelson, Secretary Myra Fribourg, Architecture Committee Chair Jerry Phipps

**APPROVAL OF MINUTES** of the Regular Meeting for 18 November 2023 requested by Myra Fribourg.So moved by Jan Nelson, seconded by Jerry Phipps, and approved by the Board. The Minutes will be posted on our website “copcondo.org”.

**PRESIDENT’S REPORT: (Ken Davis):**

 This is our first Board of Directors Meeting in 2024. We did not meet in December due to holiday conflicts. I am happy to report that Bob Frank has volunteered to serve as interim Board Member until March, 2024, when he will stand for election to the Board at our Annual Meeting.

**VICE PRESIDENT REPORT: (Jan Nelson):** None.

**TREASURER’S REPORT: (Ken Davis-Acting):**

 October Financials were approved by the Board.

 November Financials were reviewed by the Board and are appended to end of these minutes.Disbursements for November include:

* + Loma Verde invoice for $3559 for major irrigation repairs before reseeding with winter rye grass
	+ Loma Verde invoice for $585 for grass seed
	+ Loma Verde invoice for $450 for tree maintenance
	+ Beesville Bee Farm for $160 for removal of bees at 12502 Prospect

 December Financials (End of Year) were not yet available

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Jerry Phipps):**

New Architectural Requests submitted since the last board meeting:

* + Terrie Luna submitted an AR to add 10 solar panels to her existing installation at 12715 Castle Rock. Ken Davis moved to approve, Jan Nelson seconded and the Board approved.

 Homeowners are reminded that an Architectural Request (AR) must be approved by the Board before any new exterior projects are started. Deadline for AR submissions is one week before the next BOD meeting which will be held on Saturday 24 February. AR forms can be found for printing in the Information and Forms section of the website.

**GROUNDS (Jan Nelson):**

* + Water use report for November-December: water use up in Nov., down in Dec. Overall up for the year, due to hot summer, but under budget.
	+ Status of Tree Trimming and Shrub/Tree replacement: Trees were trimmed. 27 dead shrubs were removed. 25 new shrubs were planted. 5 more trees and 3 more shrubs will be planted soon.
	+ Plan to add gravel around some condos is being carried out.
	+ Current watering schedule: Sprinklers- M, Th, 3 AM, 7 AM. Bubblers-M, W, Sa, 9AM. Times will vary with each section.

 Grounds Committee reminds us to pick up any fallen citrus to prevent proliferation of roof rats.

 Grounds Committee also reminds us that maintenance of the common areas – that is, all property outside of each unit’s inner walls, courtyard, back patio, driveway and walkway to driveway – is the responsibility of COP HOA, except for existing citrus, cactus and rose bushes. Any planting in the common area is at the discretion of the Grounds Committee with the approval of the Board. Requests for replacement of shrubs and trees should be submitted using the Landscape Submission Application (LSA) form, which can be found in the Information and Forms section of the COP website.

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

 The next Gathering on the Green will be a Potluck on Wednesday 21 February at 3:30 pm behind Sutherlands at “Sutherland Crossing”. Please bring a dish to share, your preferred drink, and a folding chair if possible. Call or text Sharon with any questions about the potluck menu at (858) 231-0997. New residents will be introduced.

**UNFINISHED BUSINESS: (None)**

**NEW BUSINESS*:***

* New Colby online digital technology offered to us at $15/month (minimum) was discussed. Board voted to reject it as duplicative of work already done by Board.
* President Ken Davis will contact paint contractor Albrecht regarding a slab paint problem at Lee Gainey’s house reported by Jan Nelson.
* The Sutherlands suggested that house # signs in the back of the houses would be useful in emergencies. They generously offered to produce them. Board thanked them for their generosity and it was agreed that homeowners would inspect a sample and discuss during Gathering on the Green.

**NEXT MEETING DATES:**

The next Regular Board Meeting is scheduled for Saturday 24 February at **09:30** **am** at Davis’ located at 12711 Castle Rock Drive.

 The date for the Annual Meeting will be March 9, 2024 at 10 am on the green behind Davis’ at 12711 Castle Rock Drive. Ballots for the election of new or existing directors will be distributed NLT 2 March. Volunteers to help prepare, distribute, and “count” the ballots are solicited.

**MOTION TO ADJOURN:** *Approved at 10:47.*

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