**COP CONDO ASSOCIATION MEETING MINUTES for Saturday 01.18.25 @ 9:30 AM**

**at Davis’ 12711 W Castle Rock Dr**

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

**CALL TO ORDER: President (Ken Davis):** *Gavel* at 9:32 am

**RESIDENTS PRESENT (Pass Sign-in Sheet):** Lee Cousin, Rodger Cousin, Susan Sutherland and Jim Sutherland

**BOARD MEMBERS PRESENT:** Ken Davis, Bob Frank, Jan Nelson, Jerry Phipps **(Quorum established), Welcome/Social Committee Sharon Davis, and Assistant Secretary Joanie Frank**

**BOARD/COMMITTEE MEMBER ABSENT: Myra Fribourg**

**APPROVAL OF MINUTES: (Assistant SECRETARY: Joanie Frank) Called for** Board approval of the amended Regular Meeting minutes for November 23, 2024. Jan Nelson moved and Jerry Phipps seconded the motion. Board voted to approve. The Minutes are posted on our website “copcondo.org” once approved.

Myra Fribourg sent a resignation letter as Board Secretary but agreed to rescind it until the new secretary is voted-in at the April 2025 BOD. Jan suggested Myra to hold a position as the librarian for the COP Condo Association. No vote was taken at this time.

**PRESIDENT’S REPORT: (Ken Davis)**

1. Beneficial Owner Information (BOI) required by the Corporate Transparency Act (CTA) is currently **on hold** due to pending legal action. Designed to reduce corporate fraud, most HOA’s feel this is an unnecessary requirement. FIN number is best to use.
2. We need to amend our CC&Rs released in 1978 as the Declaration of Restrictions by Del Webb, and amended in 2001 to declare no owner may rent or lease such unit. The new amendment will state our current policy for the handling of overdue assessment fees and late charges. Ken will take for action. We will need to include on the ballot at the Annual Meeting. Myra Fribourg will review.
3. Ken asked for a volunteer to head a small committee that will prepare our HOA for the Annual Meeting scheduled for Saturday 8 March. It will be held behind Davis’ on the Cul-de-Sac. Jan Nelson has the necessary materials for the ballots for COP residents. Susan Sutherland, Jim, Sutherland, Joanie Frank and Bob Frank volunteered to organize/distribute the voting materials for the Annual Meeting.
4. Nominations for homeowners to serve a 2-year term on the HOA Board and to be placed on the ballot NLT 22 February: Bob Frank nominated Susan Sutherland to serve a 2-year term, seconded by Jerry Phipps and the vote was unanimous. Jan Nelson nominated Patricia Sannerud to serve a 2-year term, seconded by Bob Frank and the vote was unanimous. Jerry Phipps agreed to serve a second 2-year term. Ken Davis is stepping down after one 2-year term as Treasurer, and two 2-year terms as President (and sometimes as Treasurer also).
5. Ken Davis attended the OHOA “Management Companies meeting” on 6 December. Only one small company did a presentation but OHOA has list from which to choose. The OHOA “legal-trained” board member also spoke and answered questions.
   * + Jerry Phipps shared information on HOAMCO that manages HOA’s
     + After the new Board is established contact Joe Campbell, who has previous extensive HOA service

**VICE PRESIDENT REPORT: (Jan Nelson):**

1. None.

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

1. Need approval of the October Financials.
2. Review the Financials for November:
   * Discuss Operating and Reserve balances for November
   * Disbursements for November include:
     + Loma Verde Tree and Shrub Replacement $2415
     + Beesville Bee Farm $260

c. Bob Frank motioned to approve the November financials, seconded by Jerry Phipps and unanimously approved by the Board.

d. Financials - December 2024 non-reoccurring disbursements:

* + - * Account 322 - Reserve-sprinkler - $1,925.00
      * Account 599 - Miscellaneous - Sharon Davis (turkey potluck) -$101.87
      * Account 599 - Miscellaneous - Organization of HOA’s - $135.00
      * Account 599 - Miscellaneous - Lawanda Samarripas, Bonus-$200.00

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Jerry Phipps):**

1. New Architectural Requests (ARs) submitted since the last board meeting and approved:
   * Ann Parent to replace her garage door – Motion to approve made by Bob Frank, seconded by Jerry Phipps and board voted to approve unanimously
   * Jerry Phipps to replace his garage door – Motion to approve by Jerry Phipps, seconded by Bob Frank and board voted to approve unanimously
   * Joe Campbell to install gate at their front patio entrance – Motion to approve by Jerry Phipps, seconded by Bob Frank and board voted to approve unanimously
   * Dale Zimmerman to install new HVAC (Carrier, 4.0 ton) – Motion to approve by Jerry Phipps, seconded by Ken Davis and board voted to approve unanimously

b. Architectural Request Projects completed:

* + Barbara Saillard completed the installation of a new garage door. She agreed on a new door design and color with her roof mates (Roeker’s), who will be submitting a similar AR in 2025 when they return

c. Homeowners are reminded that the Board must approve an Architectural Request before any new exterior projects are started.

**GROUNDS (Jan Nelson):**

1. Water use report for November: Three (3) big leaks, the largest water leak is by Nora’s. We have had no rain. Rain permits “main” valves to be shut off we save $5 per day, sprinklers will be operating on Friday
2. Comment on the recent OHOA Meeting: 100% of water is recycled, 100-year water supply is stored in aquifers.
3. Discuss trimming Boulevard Trees to remove dead branches: Five (5) trees to be trimmed or thinned out - Chinese Elms and Oleanders at a cost of $125 per tree with a total cost of $625 – Motion to approve made by Jerry Phipps, seconded by Bob Frank and Board voted to approve unanimously.
4. Discuss ordering additional gravel: Ten (10) tons of gravel to place between houses at a cost of $100 per ton x 10 tons (includes delivery) and $500 for labor for spreading the rock for a total cost of $1,500. Billing to be by separate invoices: $1,000 for materials from LI 532 Gravel, and $500 for labor to be paid from LI 725 Major Maintenance Reserve. Motion to approve made by Jerry Phipps, seconded by Bob Frank and the Board voted unanimously to approve.
5. Need to coordinate Nelson Weed control for grass with Ray.
6. Status of project between Parent and Roeker’s was discussed.
7. Discussed plan to not overseed all of our grass next fall. Jerry Phipps is in favor of over seeding all of our grass. It will be presented to homeowners at the Annual Meeting.
8. Discussion to fill holes at base of Olive Trees with plastic bags on Tuesday, January 21st at 3PM. Volunteers are Jan Nelson, Jim Sutherland, Chet Penta and Abel.

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

1. Welcome our new homeowner Dana Taylor at 12623 Castle Rock. Sharon welcomed the former resident in December. She is returning as a “Snowbird” as she is retaining her Condo in Colorado.

b. Gatherings on the Green (GoG) for the Winter season was changed from Tuesday 21 January to sometime in February at 3:30 pm at **Sutherland Crossing.** It will be a “*Happy Hour*” theme so please bring a light snack to share, a drink, and a folding chair if possible. Please contact Sharon (858) 231-0997 with any questions.

**UNFINISHED BUSINESS: (None)**

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

1. Discussion of having in the future the “immediate past COP President” to serve as a consultant for the following year.
2. Jim and Susan Sutherland displayed and showed the COP condo residential numbers that will be placed on the uprights/corners of homes on the patios facing “The Green” or an alternative location so that in case of emergency while on “The Green” the residence can be easily identify to local emergency personnel.

**NEXT MEETING DATE:**

1. The next RegularBoard Meeting is scheduled for Saturday 22 February at 9:30 am at Davis’ located at 12711 Castle Rock Drive.

**MOTION TO ADJOURN:** *Gavel at 11:07 am*