

**COP Condo Association Meeting Agenda  
October 18, 2025**

**Meeting Notes**

Saturday - 9:30 AM

Pat Sanneraud's home (back patio)

12627 Castle Rock Dr.

Sun City West, AZ

**1. Call meeting to order: President** (Bob Frank, virtually)

**2. Recognition of Board Members Present** (Bob Frank)

- a. Establish quorum – **Bob Frank and Jerry Phipps virtually. Pat, Sue, and Jan present**
- b. **All votes will be roll call, due to virtual meeting**

**3. Recognition of COP Residents Present** (Jan Nelson)

Ken Davis

Jim Southerland

Tammy McVey

Sandi Tischer

**4. Audience sharing** – “Robert’s Rules of Order” will be followed:

Tammy requested clarification of where her boundary lines are – we responded within the front patio and the back patio

Tammy discussed the poor grass in front of her place – stated that it is all mud

Tammy wanted clarification of fruit trees and who is responsible

Sandi – wanted clarification of fruit trees and who is responsible

Ken clarified several items

**5. Approval of March 22, 2025 Meeting Minutes** (Secretary Susan Sutherland) **(VOTE) Approved by all**

**6. President’s Report** (Bob Frank)

a. Old Business

- (1) Discussion on current and alternative HOA Management Companies

**It was decided to stay with Colby since changing to another company would be very disruptive**

b. New Business

- (1) Colby's new system transition on the financials, direct deposit, Townsq website, etc.

**It was agreed that Colby’s new websites and financial tools are excellent for the HOA BOD and residents**

- (2) Discussion of the 2026 COP budgeting process

**A top priority between now and the next board meeting. HOA dues will be going up**

(3) Discussion of any future adjustments to the CCR rules

**The board decided to defer any changes until we look at our existing CCR rules**

**7. Vice President's Report** (Jan Nelson)

a. Update on new homeowners

**New Owner: Cheryl Miller – we are waiting for her personal information sheet so we can add her name to the resident listing**

c. Discussion of current COP website and possible updates; e.g., format, content, accessibility (usage of passwords)

**It was decided that this needs further investigation and to determine who will assume the responsibility. Till then, Ken will maintain the website**

**8. Treasurer's Report** (Pat Sannerud)

a. March 2025-September 2025 financial reports (**VOTE**)- approved by all BOD members

b. March 2025-September 2025 major disbursements

d. Approval of March/September financials

e. Financial audit requirements

(1) According to AZ law, we need an independent auditor

**Pat will investigate Ohoa has a listing of accounting firms**

**9. Committee Reports**

**ARCHITECTURAL** (Jerry Phipps)

a. Architectural requests -**No new requests**

**GROUNDS** (Jan Nelson)

a. Sprinkler audit – Completed

**b. Irrigation update: Major leak between Curt and Jack Kangas' home. That resulted in a large August water bill . Some water bills for July were missing but the total was paid**

c. Shrub planting/replacement

**d. Tree trimming – Olive trees were trimmed .**

**e. Cost will exceed the budget, so it was decided to take the cost out of the reserve fund. This budget item will be adjusted next year . Approved by BOD, Palm trees will be trimmed the week of 10-19. Cost of palm trees \$60 each .**

f. Tree planting and removal

**g. Overseeding Completed**

h. Painting Problems

i. Weed Spraying for 2026, requesting price estimates for 2026

**j. Ray is in the hospital for surgery – Toe amputation**

**WELCOME/SOCIAL COMMITTEE** (Joanie Frank)

- a. Thanksgiving Gathering, November 23<sup>rd</sup> (Sunday) 3 PM, dinner 3:30 PM  
Bob & Joan Frank's home
- b. Welcome Folder for new owners
- c. Social subcommittee formation

**10. Audience sharing**

**11. Future agenda items**

**2026 Budget**

**Accounting firm**

**Notes from the OHOA Nov 13<sup>th</sup> annual meeting**

- b.
- c.

**12. Next Meeting Date** – November 22, 2025 (Saturday) 9:30 AM, Bob Frank's home

**13. Adjournment**