

**PENDING**

**COP CONDO ASSOCIATION MINUTES**

**Saturday 11.22.2025 @ 9:30 AM at Bob Frank's 12618 W Prospect**

**Please use our website: "copcondo.org"**

**MEETING CALLED TO ORDER: BY President (Bob Frank): at 9:37 am**

**BOARD MEMBERS PRESENT:**

1. Bob Frank, Jan Nelson, Pat Sannerud, Gerald Phipps (via telephone), Susan Sutherland (virtually)
2. Bob Frank specified all votes will be roll call order

**RECOGNITION OF VISITORS:** 2 guests were in attendance: Curt Mentzer, Joanie Frank

**AUDIENCE COMMENTS:** (Informative only. Valid points would come up as topic in future meeting:

1. Discussion of Budget 2026
2. Motion to approve Budget 2026 with dues being raised th \$375.00 per month was made by Bob Frank and seconded by Pat Sannerud. Board members voted to approve and motion was passed. The Board agreed to have an information only meeting on Dec 6 to discuss the upcoming budget and take questions from homeowners. The Board approved this in the spirit of transparency.

**APPROVAL OF MINUTES of April 19,2025:**

- a. Motion to approve Regular Meeting minutes for 18 October 2025 was made by Susan Sutherland, and seconded by Jan Nelson. Board members voted to approve via roll call and motion was passed. The Minutes will be posted on our website "copcondo.org".

**PRESIDENT'S REPORT (Bob Frank):**

Old Business:

- a. HOA Management Companies: Bob suggested the discussion be put off until next year.
- b. As 2026 Budget has to be completed by Jan 1, discussion was held as to whether to call Annual Meeting before then. Decision was made to have special Budget Only meeting on Dec. 6, informing residents ahead of time of new budget and proposed raise.

New Business:

- a. Discussion was held to schedule an Information Session concerning the COP grounds.

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

- a. There will be two homes going up for sale in the new year. Nancy Toland (she has moved to Grandview) and Mike Nelson

**TREASURER'S REPORT: (Pat Sannerud)**

- a. Pat reported that 3rd quarter amounts were on target. She has been reviewing some areas such as office supplies/postage, extra yard maintenance, tree maintenance, and weed control to ensure they stay within the budget approved for 2025.
  - Motion to approve October 2025 Financials was made by Jan Nelson and seconded by Bob Frank. Board members voted to approve and motion was passed
- b. Pat projected increases in costs and proposed we should have a 10% contingency amount that would be in line with best practices. Pat also noted that if we continued with current rate, with projected increases in 2026 we would be at approx \$20,000 deficit. Suggested new monthly dues be increased to \$375.00 per month.
- c. Pat noted that many residents are still getting their monthly statements by regular mail since new Colby system in place. In order to reduce the cost of this, any assistance to move them to email will be made in the new year.

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Jerry Phipps):**

- a. Curt and Teresa Mentzer submitted a report with a proposal to fill in their patio area to increase the inside space. Jerry made a motion to approve the request. It was seconded by Bob Frank. All board members approved.
- b. Homeowners are reminded that an Architectural Request must be approved by the Board before any new exterior projects are started.

**GROUNDS: (Jan Nelson):**

- a. Jan noted that Ray send thanks to the BOD for the well wishes while he was in hospital
- b. Shrub / Tree Replacement: There are 9 shrubs to pull out and no new shrubs will be planted
- c. Sept / Oct water bills were lowest ever, but expected to be more for Nov due to overseeding.
- d. 2026 Tree trimming: Tree trimming will start in December as it is the best time to do it.

**WELCOME/SOCIAL Committee: (Joan Frank)**

- a. HOA Thanksgiving dinner was organized and held at the Frank's place on Sunday, Nov 23
- b. Joanie and Bob will absorb the cost of the Punchbowl for sending invitations as they have other occasions which they can use it for.

**AUDIENCE COMMENTS:**

- a. Curt asked questions about his own shrub removal

**FUTURE AGENDA ITEMS.**

- a. Meeting to be held Sat. Dec. 6, 2025 with HOA members to discuss 2026 budget and increase in dues. It will be hosted by Bob Frank and 12618 W. Prospect Drive, SCW.

**MOTION TO ADJOURN:** by Bob Frank, seconded by Jan Nelson. All approved and the motion was passed. Meeting was adjourned at 11:20 am.