

**PENDING**

**COP CONDO ASSOCIATION MINUTES**

**Saturday 01.17.2026 @ 9:30 AM at Bob Frank's 12618 W Prospect**

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

**COP Annual General Meeting - March 21, 2026**

**There are two board positions up for renewal. Anyone interested in having a name added to the ballots, please contact Susan Sutherland at [suesudds.az@gmail.com](mailto:suesudds.az@gmail.com) by March 6.**

1. **Call meeting to order: President (Bob Frank) : 9:31 am**
2. **Recognition of Board Members Present (Bob Frank)**
  - a. Bob, Pat, Sue, and Jan ( present ) Jerry Phipps (virtually)
  - b. Bob Frank specified all votes will be roll call order, due to the virtual meeting
3. **Recognition of COP Residents Present (Jim Sutherland, Joan Frank)**
4. **Audience Sharing –** Joanie paid compliment to Board of Directors and Grounds Committee
5. **Approval of November 22, 2025 Meeting Minutes (Secretary Susan Sutherland) (VOTE)**
  - a. Motion to approve Regular Meeting minutes for 22 November 2025 was made by Susan Sutherland, and seconded by Jan Nelson. Board members voted to approve via roll call and motion was passed.
6. **President's Report (Bob Frank)**
  - a. Old Business
    - December 2025 informational meeting regarding new HOA dues was successful and well attended. There were excellent questions and positive comments.
    - The Budget was approved at the Nov 2025 BOD meeting with HOA dues increasing to \$375.00 per month
    - Assistance with Colby and residents for accessing Colby Town Square website is ongoing. Any residents still requiring assistance can contact Bob Frank to arrange for assistance. Pat has found a way to access on phone or iPad for those who don't have computers.
  - b. New Business:
    - March 21, 2026 has been set for the COP Annual Meeting. It will take place at 10:00 am on the patio behind Sutherland's House, 12631 W. Caste Rock. Susan Sutherland and Joan Frank will create minutes and distribute and deliver ballots to residents. Terrie Luna will collect ballots. Terrie Luna and Linda Roberts will count the ballots. A

motion to approve the meeting date was made by Pat Sannerud and seconded by Bob Frank. Board members voted to approve via roll call and motion was passed.

- Colby is having an Open House to meet the new management team on Friday, Jan 30, from 10:00 to 12:00. Address is Suite 140, 17220 N. Boswell, Sun City. Any COP residents are invited to attend. Note was to take 2nd parking lot entrance when turning off Bell Road.

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

- a) Update on any new homeowners (there have been none since the last BOD meeting).

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

1. Pat reported a summary of current financial statements as of November 2025 (December 2025 report had not been received from Colby by meeting date.
  - i. **Findings:** Currently we have a net loss of \$1137.90 as of November. Current budget for remainder of 2025 year is \$2709.00 to cover all the expenses in December. We anticipate a net loss for 2025 year but actual amount is unknown at the moment. Good news, we have an adequate balance in the Operating Bank Account to cover the loss.
  - ii. **Income:** \$16,046.66
    1. Homeowners Assessments: \$16,000
    2. Late Fees and Interest: \$45.00
    3. Investment Income: \$1.66
  - iii. **Expenses:** \$17,194.94
    1. No major disbursements during the month
  - iv. **Reserves**
    1. Currently have \$42,648.93 in Reserve Account with approximately 40% allocated to Painting Reserve (\$16,338.00)
    2. Reserve total not including Painting Reserve is \$26,310.00
    3. During 2026, \$2,005 will be added each month.
    4. Although not included in the November Financials, we spent \$7685.00 in December for tree trimming.
- b. **Audit Report:** Pat still looking for options, including scope of audit required and pricing.
- c. **Reserve Studies to be considered:** ( It will also provide path forward for the future Board of Directors.
  - i. **Irrigation Maintenance:** It was suggested that a plan be setup to replace infrastructure that is over 30 years old, including major valves. A reserve study would be included to ensure sufficient funding would be available.
  - ii. **Painting:** To ensure the fund is on track for the next painting
  - iii. **Soil Enrichment:** To see what is needed for future planning. Soil samples have been taken but report is not back yet.

A motion to accept the Treasurer's report was made by Jan Nelson and seconded by Bob Frank. Board members voted to approve via roll call and motion was passed.

## 9. Committee Reports

## **ARCHITECTURAL (Jerry Phipps)**

- a. Architectural requests -No new requests

## **GROUNDS (Jan Nelson)**

- 1) Weeds: Ray has been doing some week control and said he can take over weed control and do spring and fall spraying as opposed to once a year we have been. Current budget is \$1850 for 2026, but will increase to \$2100 for the extra spraying.
  - i) Motion to use Ray for weed spraying in 2026 was made by Pat and seconded by Bob. Board members voted to approve via roll call and motion was passed.
- 2) East End Project: Ray sent a plan to Grounds Committee and reviewed by members and was approved by the Committee. Cost will be \$3115.00 and be funded from Reserves.
  - i) Motion to approve was made by Bob and seconded by Susan. Board members voted to approve via roll call and motion was passed. (Plan will be attached to minutes). Ray will be sending the schedule for the meeting to start.
- 3) Watering: Bill is up but consumption is down. This is due to the increased billing in mid 2025. Another increase is anticipated in 2026

## **10. WELCOME/SOCIAL COMMITTEE (Joanie Frank)**

- a) First Gathering on the Green is scheduled for Sun. Jan 24 at 2:00 pm behind Sutherland's house at 12631 W. Castle Rock
- b) Second Gathering on the Green is scheduled for Sun. Feb 22 at 2:00 pm behind Sutherland's house at 12631 W. Castle Rock

**For Gatherings, please bring an appetizer to share, your own chairs and drinks.**

**10. Audience sharing:** No further items

**11. Future Agenda items:** Annual meeting (see notes earlier in minutes)

**12. Next BOD Meeting Date –** February 14, 2026 (Saturday) 9:30 AM, Bob Frank's home

**13. Adjournment:** Meeting was adjourned at 11:22 am.