

Canterbury Homeowners Association
Board of Directors Meeting Minutes
June 8, 2020 @ Clubhouse

Meeting called to order by John Huntsman, President at 5:02 pm.

Attendance: Amanda Cervantes, Vice President; Christa Herring Treasurer Pat Halverson, Secretary; Ron Barker, Maintenance; Linnea Mellinger with Z&R Property Mgmt. was in attendance.

Homeowners in attendance: Bev Huntsman; Keith Dobbins, Dixie Evans, Carol Flynn, Mary Ellen's daughter. Kelly Parker

Homeowner Forum: No concerns.

Hearing: Discussed the issue with regards to storage outside and past requests. The Board discussed and decided on \$25 fine and any future violations \$50 automatic. (Cervantes/Herring 5/0)

ACC Requests:

5004-Front door and storm door for front deck

4827- Garden Plot like others

Meeting Minutes: March minutes were approved prior to the meeting. Minutes are distributed through email, handout and also posted on the Web site: www.canterburycs.com. No minutes for the months of April, May due to no meetings.

Financial Report/February

Total Assets: \$117,264.78 (Cash Operating balance PLUS Reserves Balance PLUS Accounts Receivable)

Accounts Receivable --\$2,122

Cash Operating balance --\$6,523

Reserves balance --\$106,619

Expense Comparison Statement: Total operating expenses-\$17,933.

Year-to-Date Expenses: \$65,684

Comments / Questions: Aged receivables was discussed. Accounts are being monitored, 2 are in Legal. Will follow up with any account when deadlines come. (5/0). Those in legal will have no privileges to pool and clubhouse.

Check Register: May 2020

Check #	Check Date	Vendor #	Vendor Name	Trx #	Invoice #	Invoice Date	Invoice Amount	Check Amount
Total								6233.73
704	05/15/2020	252152	Z&R Property Management	11570	0420A	05/11/2020	922.12	922.12
705	05/15/2020	252159	City of Colorado Springs - Stormwater	11571	48004292 MAY 20	04/30/2020	66.9	66.9
706	05/15/2020	252175	Waste Management of Colorado Springs	11572	6522974-2528-0	05/01/2020	388.54	388.54
707	05/15/2020	252176	Ace Print Inc	11573	17523	03/31/2020	57.26	57.26
708	05/15/2020	252185	RRR Imaging, LLC	11574	2150	05/02/2020	225	225
709	05/15/2020	253100	Green Thumb Maintenance	11575	3343	05/08/2020	2706.01	2706.01
710	05/28/2020	252189	Colorado Springs Utilities	11592	4/20/10 - 5/20/20	05/27/2020	1867.9	1867.9

FYI:

Please report any complaints or violations to Linnea at Linnea@zandrmgmt.com.

Reminder that monthly assessment is \$325 a month and due on the 1st of the month then late after the 15th. If you have a problem making your payment contact Z&R management

President:

1. Parking in the east lot is still occurring and Linnea will be updated.
2. Reviewed email from May Green Thumb did work on rotted/damaged timbers/railroad ties.
3. Fence stain was discussed, decided to present at the Annual meeting the cost. Linnea is in the process of getting bids for the next 5-year cycle. Linnea mentioned that the fence staining has been done in phases with the painting.

4. There were no sprinkler breaks when the system was turned on but there have been several found lately.
5. Sprinklers are to be running Tues, Thurs., and Sun. there are some areas that are not getting enough water, the front triangle area near 5036. Fixing the sprinkler breaks may resolve this.
6. Mailbox posts, locators have been done for 5008 and 4934. Discussed doing steel plates attached to posts. Linnea said she informed Chris of what John would like to have.

Vice President:

1. Pool was discussed. Public pools are now open. Discussed guidelines: Residents only for now, 10 at a time, 6ft spacing between people- in pool and out, disinfect wipes will be placed in bathrooms and in the pool area, Stay home if sick, wash hands. Residents will be notified when the pool is open. Club house will remain closed for now.
2. 911 phone is on the pool shed for any life emergency situation. It only dials 911.

Maintenance Report:

1. New address sticker put on mailbox at 4827.
2. Spray roundup on wood vine and elm.
3. Planted Grass seed on stumps.
4. Owners are responsible for back patios, but Ron will grind down the patio at 5004 for owner.
5. 2 Russian Olives in back need removed, will review for the next contract.
6. Pool Opening- there was a valve replaced and the seal in the pump was bad.
7. Have Green Thumb inspect the sprinklers for coverage and the backyard issues at unit 5004 (rocks and grass)

Management Report:

1. All Year Gutter will be doing gutter/downspout cleaning on the 18th and 19th of June. Ron will show them gutter issues at unit 5004 and 5012
2. Bid for helping with ice buildup at the corner of 5036 was reviewed and approved. (Herring/Halverson 5/0)

Old/New Business:

1. Green Thumb bid to do various rock improvements throughout the community was reviewed and approved. Total cost is \$8410. Areas adjacent to North Carefree (where sod used to be), behind 4803 where there is just dirt, 4859 side yard, parking area 4902-4942 and 5036. Halverson/Barker (5/0)
2. Enforcing the no skateboard due to the area is not conducive to this type of activity due to traffic and safety, etc.
3. Stump removals have been finished.
4. Insurance has come in at \$19,500, we are waiting on the umbrella coverage but expect 3 to 5 % increase.
5. 2021 Draft Budget was reviewed. Linnea asked that it be reviewed and bring changes and comments.
6. Lost a good friend in the community, Mary Ellen. She was a great neighbor and will be missed.
7. We have a new ACC member, Keith Dobbins, welcome and thanks Keith!!!

Adjournment: A motion was made to adjourn. (5/0). Meeting adjourned at 6:15 pm. Next meeting is scheduled for July 14, 2020 at 5:00 PM.

Meeting minutes by Linnea Mellinger at the direction of the HOA Secretary:



Linnea Mellinger

Date: June 11, 2020