

Canterbury Homeowners Association
Board of Directors Meeting Minutes
August 12, 2019 @ Clubhouse

Meeting called to order by Amanda Cervantes, Vice President at 5:00 pm.

Attendance: Amanda Cervantes, Vice President; Ken Lustig, Treasurer; and Ron Barker, Maintenance. Linnea Mellinger with Z&R Property Mgmt. was in attendance. Absent: John Huntsman, President; Pat Halverson, Secretary

Homeowners in attendance: Sandy Campbell.

Homeowners Forum:

ACC Requests: Door approval- Mary Ellen

Meeting Minutes: July minutes were approved prior to the meeting. Minutes will be distributed and will also be posted on the Web site: www.canterburycs.com.

Financial Report/July

Total Assets: \$72,053 (Cash Operating balance PLUS Reserves Balance PLUS Accounts Receivable)

Accounts Receivable --\$3050

Cash Operating balance --\$8938

Reserves balance --\$60,066

Expense Comparison Statement: Total operating expenses-\$13,588

Year-to-Date Expenses: \$84,619-under budget

Comments / Questions: Legal has been reviewed and will continue to monitor accounts. Approved (Barker/ Cervantes 3/0)

Check Register: July, 2019

Check #	Check Date	Vendor #	Vendor Name	Invoice #	Invoice Date	Invoice Amount	Check Amount
Total							28676.27
605	07/02/2019	252157	Ron Barker	JUNE 2019 REIMB	07/02/2019	86.5	86.5
606	07/16/2019	252152	Z&R Property Management	0619A	07/10/2019	66.45	947.95
607	07/16/2019	252153	SavATree	6471778	07/02/2019	492	492
608	07/16/2019	252160	John Huntsman	JULY 2019	07/03/2019	54.28	54.28
609	07/16/2019	252175	Waste Mgmt	6389327-2528-3	07/01/2019	364.79	364.79
610	07/16/2019	252176	Ace Print Inc	17153	06/30/2019	51.42	51.42
611	07/16/2019	252183	Altitude Community Law	8576 JULY 2019	07/14/2019	110	110
612	07/16/2019	252193	All Year Gutters LLC	2204	07/10/2019	1010	1010
613	07/16/2019	252260	Hot Tub Heaven, Inc.	13018	07/11/2019	1015.85	1015.85
614	07/16/2019	253100	Green Thumb Landscaping	2236	07/11/2019	1064.89	1064.89
615	07/29/2019	252152	Z&R Property Management	114-2123530-9417863	07/18/2019	409.48	409.48
616	07/29/2019	252189	Colorado Springs Utilities	6/18/19 - 7/18/19	07/19/2019	2836.11	2836.11
617	07/29/2019	253255	O'Donnell Agency, Inc.	C00000671	07/23/2019	20233	20233

FYI:

1. Waste Management trash is for residents only.
2. Guests visiting more than 3 weeks are no longer considered guests, but a resident of the community.
3. Thanks Pat for purchasing the Swiffer for the clubhouse and Ron for 5048 tree trimming.
4. Speed limit is 7.5. Please drive with care in the community.
5. 911 phone was installed per insurance requirements. It only operates to call 911.

Vice President: Will be asking for people to volunteer to be on the Board. Please consider, we have one position that is opening up.

Secretary Report

1. Through email Pat recommended that the list the Insurance had for inspection be sent with minutes. There are good reminders for homeowners to go through their home and ensure things are as needed.

Maintenance Report:

1. Gutters- if you see your gutters overflowing during a rain storm please email Linnea@zandrmgmt.com as they may be clogged.
2. Inspection with Insurance company was done and they reviewed Ron's unit and the clubhouse. There were a couple of comments. Fire Extinguisher for the breezeway area should be installed for the furnace room and storage room. May need numbers painted on concrete showing depth but she said if so it will be in her report. Charcoal grills- if you have a charcoal grill when in use it must be out away from any overhangs. However, it is recommend to use propane grills.

Management Report:

1. 2020 Budget was reviewed. Insurance was decreased. Reserves increased. Due to cost of living increases and the need to increase the Reserves it was approved to have the monthly Assessment be \$325.
2. Guest parking permits were made and given to Ron.

Old/New Business:

1. Deck at 5008 was discussed. Linnea has talked with CM Robinson and Rocky Mountain Concrete about the problem. At this time there is not a viable solution. Linnea will be getting with a couple different deck companies.
2. Concrete repairs for the sidewalk for 4818 and 4826 is to be scheduled and may be on a weekend.
3. The annual meeting will be September 23 and the notice of the meeting was reviewed and approved.

Adjournment: A motion was made to adjourn. Lustig/Barker (4/0). Meeting adjourned at 5:50 pm. Next meeting is scheduled for August 12, 2019 at 5:00 PM.

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



Linnea Mellinger

Date: August 12, 2019