

Canterbury Homeowners Association
Board of Directors Meeting Minutes
August 10, 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

Homeowner Forum:

Hearing: None.

ACC Requests: Only that 4859 installed a dish per an already approved dish request in the past.

Meeting Minutes: July minutes were approved prior to the meeting. Minutes are distributed through email, handout and also posted on the Web site: www.canterburycs.com.

Financial Report/June

Total Assets: \$108,323 (Cash Operating balance PLUS Reserves Balance PLUS Accounts Receivable)

Accounts Receivable --\$630

Cash Operating balance --\$7,271

Reserves balance --\$100,421

Expense Comparison Statement: Total operating expenses-\$18,140.

Year-to-Date Expenses: \$97,333

Comments / Questions: Aged receivables was discussed. Approved: (Halverson/Cervantes 5/0)

Check Register: July 2020

Check #	Check Date	Vendor #	Vendor Name	Trx #	Invoice #	Invoice Date	Invoice Amount	Check Amount
Total								31853.44
720	07/15/2020	252152	Z&R Property Management	11745	0620A	07/09/2020	1043.37	1043.37
721	07/15/2020	252159	City of Colorado Springs - Stormwater Waste Management of Colorado Springs	11746	48004292 JUL 20	07/01/2020	66.9	66.9
722	07/15/2020	252175	Ace Print Inc	11747	6546794-2528-4	07/01/2020	382.42	382.42
723	07/15/2020	252176	All Year Gutters LLC	11748	17569	07/10/2020	37.35	37.35
724	07/15/2020	252193	Green Thumb Maintenance Inc,	11749	2997	06/29/2020	1535	1535
725	07/15/2020	253100	O'Donnell Agency, Inc.	11750	3611	07/10/2020	2085.44	2085.44
726	07/16/2020	253018	O'Donnell Agency, Inc.	11753	CAPITAL PREMIUM	07/16/2020	21087.66	21087.66
727	07/21/2020	253018	Tall Timbers Tree & Shrub Service, Inc.	11762	C00000790	06/15/2020	1064	1064
728	07/30/2020	252163	Colorado Springs Utilities	11778	50677	07/20/2020	600	600
729	07/30/2020	252189	Hot Tub Heaven, Inc.	11779	6/18/20 - 7/20/20	07/21/2020	2823.35	2823.35
730	07/30/2020	252260		11780	13655	07/10/2020	1127.95	1127.95

President:

No report at this time

Vice President:

- Wasps seem to be a problem again. Please let a board member know or email Linnea@zandrmgmt.com if you need your mailbox sprayed.
- Trees on the backside from the apartment complex are coming over on to HOA property. Linnea will reach out to them and ask that they trim them back.

Maintenance Report:

1. See if Hot Tub Heaven when draining the pool can put the water along the northside of the property.
2. Mailbox posts were replaced at 4960, 4964 and 4968.
3. Divider fence between 4990 and 5004 was done. There are 2 more that need replaced on the northside of the property.
4. Unit 5020 wants board to inspect railing on deck- this was reviewed and will get Moon Construction to take care of 2 areas of upper railing and a bid for trex decking.
5. 4842 is getting water in the crawlspace. Unsure of where the water is coming from. Owner should continue to take efforts to get the area dry. Linnea has asked All Year to review.
6. Fences behind 5040-5060 will get painted Canterbury Brown by the Board members who have volunteered to do this work.

Management Report:

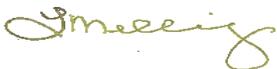
1. Annual Letter was discussed. Will make changes and get it sent out to the Board for their review and additions.
2. 2020 overview of work done within the community. Need to add committees. Discussed that those on the committee list most of it can stay as is but will ask owners to volunteer.
3. Attorney response with regards to proxies and ballots. Board can do a ballot for voting and there will be no voting at the meeting.
4. Decarlo updated bid. Total cost for 5 years is \$52,890. \$1290 per unit. Fence staining for the West end is \$3475. Divider wall at 5040-5060 is \$1300. Talked about how they really need to get with owners about their front doors and arranging a time and coming back and cutting paint around the wood frame windows. (Halverson/Herring 5/0)

Old/New Business:

1. 4942 have a guest that has a medical condition that will not allow him to walk from the street to unit. He will be here for a couple weeks and Ron is asking for a variance. Board approved asking that Ron keep them informed. (Herring/Cervantes 5/0)
2. Green Thumb is starting work on the remaining landscaping that was approved earlier this summer. Total cost for 5 areas \$7,685. Amanda brought up getting before and after pictures of work done.
3. Waste Management responded to email concerns about the service. They have a new driver on the route. John talked with the driver to show him where the trash containers are stored, and Linnea will also ask the rep to put in their notes about trash doors and service.
4. Sign for the front. Discussed getting one sign for all the different signs. John provided an example of the sign. Linnea will ask for an estimate on the sign.
5. 2 shut off valves for the community, outside the south fence on east end and also near the chain link.
6. 5060 sold without having it listed. A friend of the owner is moving from Pinion Sun to Canterbury because it is one level living. Trailer that was parked in east lot was there to move Dana out; it was there for 2 days.

Adjournment: A motion was made to adjourn. Cervantes/Herring (5/0). Meeting adjourned at 6:25 pm. Next meeting is scheduled for September 14th and will be the Annual Meeting at 6pm.

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



Linnea Mellinger

Date: August 11, 2020