

Canterbury Homeowners Association
Board of Directors Meeting Minutes
November 11, 2019 @ Clubhouse

Meeting called to order by John Huntsman, President at 5:00 pm.

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

Homeowners in attendance: Bev Huntsman, Patti Weis, Mary Ellen Stiffler, Keith Dobbins, Rick Ciochetto.

Homeowner Forum: Patti likes the idea of agenda being sent out to owners prior to meeting. Discussed what Terminix did with setting out bait stations. *She would like to form a social group, such as knitting or other get together, owners interested may contact her.*

Rick would like to have his landscaping done. Things like this are done when funds are available.

ACC Requests: None.

COMMITTEES: We still need a backup for Carol Flynn on the club house reservations. It would be nice to have more volunteers on Maintenance and Beautification. Jim may be able to help with pool cleanings, John will ask him.

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

Annual Minutes: Approved with a correction, Ron Barker was present, not absent.

Financial Report/October

Total Assets: \$73,428 (Cash Operating balance PLUS Reserves Balance PLUS Accounts Receivable)

Accounts Receivable --\$4,383

Cash Operating balance --\$6,360

Reserves balance --\$62,685

Expense Comparison Statement: Total operating expenses-\$10,514

Year-to-Date Expenses: \$122,989,610-under budget \$1,557

Comments / Questions: Legal was reviewed. Attorney's have written a foreclosure resolution in preparation of proceeding with legal if it is needed. This was approved by the Board and signed. Accounts with balances were reviewed. Approved (Halverson/Herring 4/0)

Check Register: October 2019

Check #	Check Date	Vendor #	Vendor Name	Trx #	Invoice #	Invoice Date	Invoice Amount	Check Amount
Total								6805.3
647	10/16/2019	252152	Z&R Property Management	10994	0919A	10/08/2019	1156.85	1156.85
648	10/16/2019	252153	SavATree	10995	6691310	06/24/2019	1365	1365
649	10/16/2019	252159	City of Colorado Springs - Stormwater	10996	48004292 OCT 19	10/01/2019	58.8	58.8
650	10/16/2019	252175	Waste Mgmt.	10997	6425754-2528-4	10/01/2019	363.4	363.4
651	10/16/2019	252176	Ace Print Inc	10998	17286	09/30/2019	38.97	38.97
652	10/16/2019	252297	Bulbs Plus, Inc.	10999	264929	10/02/2019	152.54	152.54
653	10/16/2019	253100	Green Thumb Maintenance	11000	2637	10/07/2019	1232.47	1232.47
654	10/31/2019	252189	Colorado Springs Utilities	11014	9/17/19 - 10/17/19	10/17/2019	2437.27	2437.27

FYI:

1. Please ensure that if you are needing a variance for using guest parking that you request it before using guest parking.
2. Please make sure that trash is not put out the night before due to rodents and other wildlife.

President: Nothing at this time

Maintenance Report:

1. Clubhouse furnace- to do fall maintenance.
2. Sprinkler blow out occurred November 9th. System should be okay but recorded in case there are problems.

Management Report:

1. Tall Timbers bid for 5032 to remove White fir and Maple on eastside of home was reviewed. Total cost for the trees to be removed and stump grinding is \$900. Huntsman/Herring (4/0)
2. The back patio at 5028 has separated from the home. The governing documents state: Such exterior maintenance shall not include glass surfaces, air conditioning condensers and apparatus, or patios, and shall not include any loss, damage or destruction covered by or paid for by the insurance described in Section 3 of Article VIII.
3. It was asked to see if a rider can be done for those who want to have alcohol in the clubhouse rather than the owner purchasing a 1-million-dollar certificate of insurance. This cannot be done through the Homeowner's Association's insurance. Owners will need to have coverage if they have alcohol in the clubhouse and it must be presented prior to reserving. Linnea will find out what AI, she believes it means Additional Insured.
4. All Year Gutter will be cleaning gutters on the 18th and 19th of November.

Old/New Business:

1. New Clubhouse Reservation form was reviewed. Need to remove BBQ Fee \$5.00 and grill storage under stairs.
2. Rules for the addition requirement for insurance was reviewed.
3. Termite Update for 5032. The drywall in basement area was cut out to see if any damage was done to wood, there was not any damage, there was no new activity to be seen below. There are holes in the kitchen area. Owner was concerned that the cracks that have occurred recently are from termite activity. With there not being any damage to the lower part and this activity being relatively new, does not appear that the cracking is in relation to termite. Owner expressed that they were coming up out of the grout at the entry. Terminix set more bait stations outside and did more inside. The one employee said that the past treatment was fewer than they typically do and so they were going to do a lot more bait stations in the basement.
4. Letter to owners about the budget/Proxy process. Ron expressed his concerns. These were addressed in the October meeting and it was agreed to have changes. While past minutes communicated increase and what the Board was deciding on the budget it was agreed more communication in the future.
5. October, we had 2 snow removals, which is more than usual, so we could be higher in snow removal expense for remaining 2019 budget.

Adjournment: A motion was made to adjourn. Herring /Barker (4/0). Meeting adjourned at 6:50 pm. Next meeting is scheduled for January 13, 2020 at 5:00 PM.

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



Linnea Mellinger

Date: November 22, 2019