

Canterbury Homeowners Association
Board of Directors Meeting Minutes
November 9, 2020 @ Clubhouse/Zoom

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

Linnea's last meeting. She was presented with a gift (flowers and gift card).

Attendance: John Huntsman, President; Keith Dobbins, Vice President; Pat Halverson, Treasurer; Christa Herring, Secretary; Ron Barker, Maintenance; Linnea Mellinger and Jerry Huscher with Z & R Property Mgmt. were in attendance.

Homeowners in attendance: Bev Huntsman; Amanda Cervantes, Connie Lustig, Rick Ciochetto, Carol Flynn, Heather Barcia

Homeowner Forum: none

Hearing: One unit was supposed to get the unit fixed on her side. Until the other unit repairs their wall, there isn't much that can be done. Both sides need to make repairs. A letter should go out to both homeowners stating a date to have repairs completed.

ACC Requests: nothing this month

Meeting Minutes, October 12, 2020: approved by e-mail, distributed and posted on website Board approved: 5/0

Financial Report/October

Total Assets: \$120,169.24 (Cash operating balance PLUS Reserves balance PLUS Accounts Receivable)

Accounts receivable- \$1174.85

Cash operating balance- \$4426.66

Painting account-\$7000.17

Reserves balance-\$107,567.86

Expense Comparison Statement: Total operating expenses- \$11,107.00

Year-to-date Expenses: \$160,060.00

Comments/questions: Putting money into paint account, we are under in cash operating account. Will monitor and pull out of paint if needed.

Receivables- account 437- formal letter about fines; account 450- reminder letter, account 580- reminder letter (steps have been initiated)

Board approved: Dobbins/Herring 5/0

Check Register: October 2020

| Check # | Check Date | Vendor # | Vendor Name | Trx # | Invoice # | Invoice Date | Invoice Amount | Check Amount |
|---------|------------|----------|-------------------------------|-------|--------------------|--------------|----------------|--------------|
| Total | | | | | | | | \$5,186.84 |
| 753 | 10/15/2020 | 252152 | Z&R Property Management | 12018 | 1020M | 10/12/2020 | \$1,040.30 | \$1,040.30 |
| 754 | 10/15/2020 | 252159 | City of CS - Stormwater | 12019 | 48004937 OCT 20 | 10/01/2020 | \$35.70 | \$35.70 |
| 755 | 10/15/2020 | 252171 | The Sign Center | 12020 | 33662 | 10/13/2020 | \$132.07 | \$132.07 |
| 756 | 10/15/2020 | 252175 | Waste Management | 12021 | 6583980-2528-3 | 10/01/2020 | \$433.02 | \$433.02 |
| 757 | 10/15/2020 | 253100 | Green Thumb Maintenance | 12022 | 4025 | 10/07/2020 | \$1,185.73 | \$1,185.73 |
| 758 | 10/29/2020 | 252189 | Colorado Springs Utilities | 12042 | 9/17/20 - 10/18/20 | 10/19/2020 | \$2,291.27 | \$2,291.27 |
| 759 | 10/29/2020 | 252194 | CM Robinson Contracting, Inc. | 12043 | 18028 | 10/23/2020 | \$68.75 | \$68.75 |

President:

1. No December meeting next meeting is Jan 7th
2. Bob Bramwell passed away recently. Was a very happy guy who volunteered a lot for us. He will be dearly missed.
3. Winter months-board members, if you are out, please grab your clubhouse keys and check to make sure everything is OK.

Vice President: None**Maintenance Report:**

1. Ron changed filters. Will need more 16x25x1.
2. Timer will be worked on this week. Timer is not currently on. May need replacing.
3. Some wind damage by 5060 on the fence.
4. Replaced mailbox at 5016. Will continue work on those that need replacing.
5. Put the carbineer on the gate and someone bent it and broke it. Might try a bolt and see if that works. If it does not, we will put a padlock on it.
6. Sprinklers have been blown out and winterized.
7. Dead bushes may be caused by mice.

Secretary Report: We will start a Facebook group and newsletter for our community.

Management Report:

1. Green Thumb contract- approved Halverson/Dobbins 5/0
2. Covenant and Rule Policy- rather silent on time frames for violations, example given, wait until January meeting to look at further
3. Reminder letters for partial payments and they will be charged a fee. If anyone is having financial difficulties, please let Jerry and Z & R Property Management know.
4. Gutter cleaning- should be happening shortly, within the next week.

5. Asphalt- getting quotes, said it looks great- one area that groundwater is causing issues
6. Waste Management did get a letter about service issues.
7. Winter watering- if you have a hose pull it

Old/New Business:

1. New sign- put a solar light above it so it will go on with a motion sensor. There is a light pole near it that lights it up well.
2. Will need another ACC member as a member is moving.

Adjournment: John Huntsman adjourned meeting at 5:45. Approved Herring/Dobbins 5/0.