

CANTERWOOD HOMEOWNERS ASSOCIATION
APPROVED Minutes of the Board of Directors Meeting
FEBRUARY 23, 2016

1. Call to Order/determination of Quorum

Meeting was called to order at 2:05 pm

Board Members Present: Jerome Geissler, Alan Weiss, Russell Tanner and Joe Jackowski

Board Members Absent: John Flaherty

Also present: Meleanie Guerrero, Site Manager

2. Approval of the Minutes of the Board of Directors Meeting held January 26 2016. *On a Motion made, seconded and unanimously passed the above Minutes were approved as presented.*

3. Open Forum: NONE

4. Site Managers Report

The Site Managers Report was presented and discussed, with the following actions noted:

A1) Brickman/Turf Management treatment: Brickman has suggested this be done. Board has requested that Site Manager check contract and confirm that this application isn't already included in our regularly scheduled fertilization of irrigated common areas. ***ACTION: Site Manager will contact Brickman regarding Turf Management treatment.***

A4) Trash Cleanup on Canterwood Blvd: A Canterwood resident would like to send a letter to the City/County regarding the trash accumulating on Canterwood Blvd. The Board suggests that she draft a letter requesting that other Canterwood residents support her and give approval for her to use the flyer boxes and HOA email to get her message out. ***ACTION: Site Manager to contact resident with Board suggestions.***

B1) Multiple Compliance letters: The Board suggested that a letter be drafted stating after 5th Garbage can violation that resident be fined under the Minor Violation policy. ***ACTION: Site Manager will draft a letter for 5th violation and present to Board at next meeting.***

C1) Going Paperless: Site Manager reported back that Bell-Anderson's server is backed up nightly, a major backup weekly and has offsite storage. Board has approve going paperless as much as possible.

C2) Exede Satellite Internet: This company is requesting to be placed on the HOA website as another option for residents. Jerome Geissler asked to have their information sent to him so that he can do some research. ***ACTION: Site Manager will forward their information to Jerome Geissler.***

5. Actions Taken by the Board via Electronic Means since Last Board Meeting

Div 10 Lot 1: The following Motion was made, seconded and unanimously passed to propose resolution of the dispute with property owner on the following terms:

1. Resident to apply for variance for the chain link dog run.
2. Resident to provide screening from the road by use of an appropriate plant.
3. That failure of the resident or resident successors to maintain the plant would mean that this would revert back to the 1999 variance and require that the dog run be incased with hardie plank siding.

6. President's Report

Jerome Geissler requested the Canterwood Club's ledger so that he can discuss with Club's General Manager. ***ACTION: Site Manager will run report and forward to Jerome Geissler.***

7. Committee Reports/minutes

- A) Architectural
 - Ai) The Board reviewed the ACC Minutes from 1/20/16, 2/3/16 and 2/17/16.
- B) Finance - No report
- C) Grounds - No report
- D) Security
 - Di) The Board reviewed the Gate Tally information. Security will continue to keep track of guests until March 31, 2016.
- E) Riding Club
 - Ei) The Board reviewed the letter from the Canterwood Riding Club.
 - Eii) The Board reviewed the emails from Canterwood Riding Club member. The issues stated in the email have nothing to do with the HOA Board.

8. Treasurer's Report

- A) **Financial Statements:** The January 2016 Financial Statements were reviewed and discussed. It was requested that the Financials be sent to the Board for review before their meetings. The Board requests that the Finance Committee review financials and if there are any changes or corrections that the Board approve the updated version. Alan will speak with Finance Chair John Walsh regarding process of review by Finance Committee. If there are any changes or corrections the Board will approve at their next meeting. *A Motion made and seconded to approve the January 2016 Financial Statements, but was withdrawn pending review by the Finance Committee.*
Russell Tanner asked if the December 2015 Brickman invoice, which was paid in January 216, was accounted for in the 2015 Reserve Transfer?

9. Unfinished Business

- A) **Playground Committee:** The Board discussed email from the Playground Committee and wanted to clarify what was actually stated at the Annual Meeting regarding the Reserve account. Still very early in Budget to state if funds will be available. The Board suggests that the Committee start in phases and install in 2 stages.
- B) **Insurance Update / New Quotes:** The Board reviewed the quotes sent by insurance broker. The Board requested that Site Manager invite broker to March Board meeting to give a brief summary of our coverage and to bring data on what other HOA's are carrying. ***ACTION: Site Manager will contact broker and invite to March Board meeting.***
- C) **Bell Anderson charges for resident account status:** Russell Tanner and Joe Jackowski met with Bell-Anderson regarding this issue. ***ACTION: Site Manager will check with Bell-Anderson and forward their response to Russell Tanner for review at March Board meeting.***

10. New Business

- A) **December 1, 2015 Annual Meeting Minutes - Review & Comment:** The Board approved the DRAFT of the 2015 Annual Meeting. ***ACTION: Site Manager will post Minutes on HOA website.***
- B) **Suggestion for evening Board meeting:** The Board stated the HOA Board meetings are scheduled at the beginning of the year at 2pm and will not change unless Board members have conflicts. Jerome Geissler will draft a letter to resident requesting evening meetings and forward to Board for review.
- C) **Resident owns 2 lots, Div 6, Lot 15, only paying one HOA dues:** The Board requested that a letter be sent to resident stating it has come to the attention of the HOA that they own 2 lots, but are only paying dues for one. If there is something in writing stating they only have to pay dues for one lot, to forward that to the HOA. ***ACTION: Site Manager will draft letter and have***

- Board review.**
- D) **Approval for Race for a Soldier:** The following Motion was made, seconded and unanimously passed: *To approve the 2016 Race for a Soldier, with the modified course.* **ACTION: Site Manager will send letter of approval.**
 - E) **3 Resident accounts in arrears - error in billing:** Alan Weiss will contact attorney Scott Alexander to discuss.
 - F) **Additional email for Committee Volunteers:** The Board reviewed the current list of volunteers and agreed to send out a second email to the residents requesting volunteers. **ACTION: Site Manager will send out second email to residents.**

11. Adjournment

Meeting was adjourned at 4:38PM

Next meeting is scheduled for Tuesday, March 22, 2016