

**Castlewood Home Owners Association  
 Monthly Board Meeting  
 February 17, 2016  
 Board Meeting Minutes**

Tony Leone, President  
 Mike Murphy, V. President  
 Cris Manning, Secretary  
 Amber Coddington, Treasurer  
 Amy Alsaffar, Director

**Call to Order**

The meeting was called to order at 7:00 PM by President Tony Leone.

**Establish Quorum**

Quorum was established as all board members were in attendance except Mr. Manning. Also present were Community Manager, Melissa Verde, and 1 guest.

**Approve Minutes of Previous Meeting**

Mike read the minutes from January 20. Mike moved to accept the minutes as written; Amber seconded and the minutes were approved.

**President's Report**

No report

**Treasurer's Report**

Amber presented the financial position for January. Total operating cash was \$236,169.09. Reserves cash was \$170,635.44. Reserves expenses for the month were \$525.01 for tennis court nets.

**Manager's Report**

Melissa Verde gave a facility update including house possibly leaking onto common area (west trail), reported sidewalk repairs needed.

**Open Floor**

Open floor discussion centered mainly around possible future amenities.

**Unfinished Business**

- New Metro revised contract was signed due to clerical error.

**New Business**

- Board reviewed Five Star proposal for sidewalk repairs; tabled for more information and another comparable bid.
- Amy moved to approve suggested replacements of trash tote, pool cues, and printer (drain covers already approved). Amber seconded; the motion passed.

**Executive Session Summary**

Board adjourned to Executive Session at 8:29 PM. Board discussed delinquent accounts and approved 2 waivers per current collection policy, approved pet noise violation notice.


**The meeting was adjourned at 8:56 P.M.**

**Consent Agenda**

2/22/16	Fee waiver request- (Emailed 2/22)	0Y, 3N, 0A	<b>Declined</b>
2/23/16	Fence approval – Remove Conditions (Email 2/22)	3Y, 0N, 0A	<b>Approved</b>
2/25/16	Waive clubhouse rental requirement for party 3/4	3Y, 0N, 0A	<b>Approved</b>

  
Board President

3-16-16  
Date

  
Secretary

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Date