

**Castlewood Home Owners Association  
Monthly Board Meeting  
November 19, 2014  
Association 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 7:04PM by President Tony Leone.

**Establish Quorum**

Board members in attendance were Tony Leone, Mike Murphy, Cris Manning, and Amber Coddington. Community Manager Melissa Verde was also in attendance.

**Approve Minutes of Previous Meeting**

Cris Manning read the minutes from the October 15 board meeting. Mike Murphy moved to approve the minutes, Cris duly seconded and minutes carried.

**Open Floor**

**President's Report**

Tony Leone discussed in brief the events of the annual meeting, and Breakfast with Santa.

**Treasurer's Report**

Amber Coddington presented the October financials. Month was under budget in operating expenses. Total Operating Cash was \$87,205.53, Reserves Cash was \$107,518.50.

**Manager's Report**

Ms. Verde gave brief report on completed and ongoing projects, including new trees and exterior lighting.

**Unfinished Business**

- Mike Murphy moved to accept Bob Owens' proposal to install lights at the pool area for \$3530 + tax; was seconded by Mr. Manning and carried.
- Mike Murphy moved to accept Child's Play proposal to redesign and relocate the swings to the north site as directed, for \$6414.46; seconded by Mr. Manning and carried.
- Melissa gave a status of new cleaning contract with Case-Baldwin. Board approved to terminate Echo Green Cleaning, contingent on that we can agree on a service schedule.

**New Business**

- After Board's review of 2015 budget, Mike Murphy moved to accept 2015 recommended budget. Seconded by Ms. Coddington and approved.

**Executive Session Summary**


Board adjourned to Executive Session at 8:19 PM. Board approved updates to management agreement, pool service agreement, and alarm service agreement. Board discussed events of the annual meeting in detail. Board heard updated on one delinquent account.

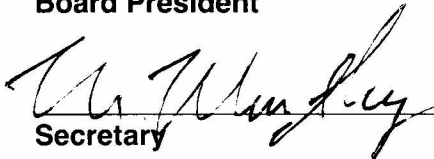
**The meeting was adjourned at 8:27 P.M.**

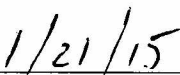
**Consent Agenda**

|         |   |            |          |
|---------|---|------------|----------|
| 12/9/14 | Board approved Notary Public for Melissa.   | 4Y, 0N, 1A | Approved |
| 1/8/15  | Board approved new cleaning contract price of \$700 per month plus tax and consumable products. | 4Y, 0N, 1A | Approved |
| 1/16/15 | Board approved to move \$23,599.03 in operating surplus to Reserves.                            | 4Y, 0N, 1A | Approved |

  
\_\_\_\_\_  
Board President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Date