

**Castlewood Home Owners Association  
Monthly Board Meeting  
June 15, 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 7:02 P.M. by President Tony Leone.

**Establish Quorum**

Quorum was established with Tony Leone, Amy Alsaffar, and Cris Manning present. Also present were CCMC Community Manager Melissa Verde, and 1 guest.

**Approve Minutes of Previous Meeting**

Cris read the minutes from May 18<sup>th</sup> board meeting from the floor. Tony moved to accept the minutes as written; Amy seconded, and the minutes were approved.

**Open Floor**

Discussion included possible upgrades to the pool area, north entrance, snakes near common area, unapproved modification on Excalibur, and petroleum pipeline toward Sherwood Ln.

**President's Report**

No report.

**Treasurer's Report**

Tony presented the financial position for May. Total operating cash was \$166,200.62. Most of the month's maintenance costs were for invoices to get the pool area and tennis court ready for summer season. Reserves cash was \$159,543.06. Reserves expenses for May included painting of bollards, and repairs to perimeter brick wall.

**Manager's Report**

Melissa gave a brief report on facilities, including season opening repairs, replacement of pool cover anchors, landscaping irrigation repairs, delay of color replacement in landscape beds, installation of new shrubs at entrance, trail warranty repairs, and a burnt contact on tennis court lights repaired by Bob Owens. Pending repairs include tennis court poles painted, and exercise equipment. We had 206 cards programmed to date for 159 homes.

**Unfinished Business**

Melissa presented pictures and general locations of the needed trail repairs. Board reviewed bids from Classic Construction and Five Star Contractors. Amy moved to approve Five Star Contractor's proposal to repair the locations for the lower price, Cris seconded and the motion carried.

**New Business**

Butler Hansen finished the audited financial reports for 2015. Offered a letter of board acceptance. Board to review at next meeting. Board reviewed Metro's proposal to add 6 cubic yards to playground and weed, rake material under the swings. Cris moved to approve bid, Amy seconded and the motion carried.

**Executive Session Summary**

Board adjourned to Executive Session at 7:46 PM. Board reviewed 5 remaining accounts owing 2016 assessments, approved to move them to lien stage; Cris moved to have delinquent owners' pool cards shut off, Amy seconded, and motion passed.

**The meeting was adjourned at 8:35 P.M.**