



c/o Association Services, Inc. (ASI)  
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**Camden Place HOA - Board of Directors Meeting**

Thursday, November 10, 2011  
1250 Ironwood Drive, Coeur d'Alene, Idaho  
Conference Room – 3<sup>rd</sup> Floor  
5:30 PM

**Attendance:**

Michael Cashon  
Andrew Culver  
Neil Krause  
Alishia Strange - Absent  
Zak Adams

**ASI, Management Co.:**

Sherry Lenarz, CMCA, AMS  
Jody Dion, CMCA

**Call to Order:** President Neil Krause called the meeting to order at 5:27 PM.

**Minutes:** The September 26, 2011 BOD Meeting Minutes were reviewed and approved. Andrew Culver made a motion to accept the minutes as presented. Michael Cashon seconded the motion. Motion passed unanimously.

**Financial Report:** ASI provided the September & October 2011 Financial Reports on behalf of the Association. It was reported that the operating account had \$4,600.99 as of October 31, 2011. The balance in the Reserve Account was \$5,000.89; and the balance Snow Reserve Account has been set-up with an open balance of \$200.00. Combined bank balances as of October 31, 2011 were \$9801.88.

The board reviewed the delinquent accounts. ASI reported that there were currently six (6) delinquent accounts as of October 31<sup>st</sup>, but that subsequent payments had been received as of the BOD meeting. Only three (3) accounts were more than 90 days in arrears; one has been sent to collections, second and third delinquent letters have been sent to the remaining two. Michael Cashon made a motion to approve the September & October 2011 Financials. Zak Adams seconded the motion. Motion passed unanimously.

**Old Business:**

**2012 Budget** – The board reviewed the 2012 Budget previously presented by ASI. In light of a change to the scope of work for the snow removal this year, it was suggested that the snow removal budget be increased.

Michael Cashon made a motion to approve the 2012 Budget with an increase to the snow removal budget from \$1,200 to \$1,600, reducing Net Income from \$1,040 to \$640. Andrew Culver seconded the motion. Motion passed unanimously.

***ACTION ITEM:*** *Approved 2012 Budget to be sent out with December Invoices and provided to Andrew for posting on the Website. Completed JD 11/29/2011*

**New Business:**

**Snow Removal** – Neil Krause presented the bids that he gathered and explained his system of ranking them in accordance with Association needs and concerns. Board Members asked questions and discussed options.

Mike Cashon made a motion to award the 2011-2012 Snow Removal Contract to Alpine Ridge Landscape Construction, LLC. Andrew Culver seconded the motion. Motion passed unanimously.

***ACTION ITEM:** Award Letter to be sent to Alpine Ridge; thank you for bidding letters to be sent to other vendors. **Completed CC 11/16/2011***

**BOD Secretary** – Association Secretary Alisha Strange had submitted her resignation to the Board prior to the meeting. The Board accepted her resignation and appointed Zak Adams to the position.

Subsequent to the Meeting, Alisha requested via email that her resignation be considered a leave of absence. The Board unanimously approved this decision. Alisha will remain Secretary and Zak will remain a Director at large.

**2012 Meeting Schedule** – Board Members pulled out their calendars and established the following schedule for Meetings in 2012. Unless otherwise noted, meetings will be held in ASI's Conference Room and will begin at 5:30 PM.

- BOD Meetings
  - Thursday, February 9<sup>th</sup>
  - Thursday, April 12<sup>th</sup>
  - Thursday, June 28<sup>th</sup>
  - Thursday, August 16<sup>th</sup>
  - Thursday, October 25<sup>th</sup>
- Annual Meeting
  - Tuesday, July 17, 2012; 6:00-7:00 PM; location TBD

***ACTION ITEM:** Meeting dates to be posted on the website. **Completed AC 11/10/2011***

**Executive Session** – There was no need to go into executive session to review delinquent accounts this month; accounts were discussed during the Financial Reports.

**Adjournment:** Mike Cashon made a motion to adjourn the meeting; Zak Adams seconded the motion. Meeting was adjourned at 6:05 PM.

Meeting minutes respectfully submitted by Jody Dion, ASI