



Camden Place HOA, Inc.

c/o Association Services, Inc.
1250 Ironwood Drive, Suite 226
Coeur d'Alene, ID 83814
(208) 676-8626 – Office | (208) 676-8603 – Fax

Camden Place Homeowners Association, Inc.

Meeting of the Board of Directors
Monday, August 15, 2016; 5:30 p.m.
1250 Ironwood Dr., Coeur d'Alene, ID
Conference Room – 3rd floor #335

Meeting Minutes

Attendance:

Jeff Kyser, President
Kim Listoe, Vice President
Zach Batchelder, Treasurer
Judy Beadle, Director

Absent:

Derrick Cox, Secretary

Management Co. (ASI):

Samm Haight, Sr. Account Mgr

- I. Call to Order: Meeting was called to order by President, Jeff Kyser at 5:26 p.m. With three (3) of the four (4) directors in attendance, a quorum was confirmed.
- II. Minutes: Motion was made and seconded to approve the July 12, 2016 meeting minutes as presented; motion passed.
- III. Financial Report: ASI provided a review of the financials effective July 31, 2016. The Financials show YTD Net Income of \$3,656.25. As of July 31, 2016, the Operating Account shows a balance of \$7,370.68; the Road Reserve Account shows a balance of \$12,860.94 and the Snow Reserve Account shows a balance of \$3,203.33. The Balance Sheet shows Total Liabilities & Equity at \$22,702.01, this compares to July 2015 at \$19,326.00.
- IV. Old Business
 - A. Parking Enforcement: No report
 - B. Private Road Maintenance – The Board voted, approved and awarded the private road seal coat project to Lake City Seal Coat and Striping for a total cost of \$3,973.00. This expense will be funded by the Reserve fund. The project is scheduled for Monday, August 22, and Tuesday, August 23, 2016. ASI will notify via email, those owners who have provided their email address. Jeff volunteered to handout a flier to all residents hoping to eliminate any confusion and answer questions.
 - D. Fence Repair:
 - i. 1301 Brookhaven: Payment of \$50.00 to Masters Fence has been made; however, Masters informed ASI that the fencing product is obsolete and

they do not have a supplier that carries any of the old product; they will be returning the \$50.00 payment.
1306 Brookhaven: ASI will schedule time to meet Jeff on site to review the circumstances.

V. New Business

A. Election of Officers:

The following slate of officers was elected for this next year:

President: Jeff Kyser
Secretary: Kim Listoe
Treasurer: Zach Batchelder

B. Set Schedule of Meeting:

The following schedule of meetings was set for the next year:

10/11/16, Tuesday, 5:30 p.m. Board Meeting
01/10/17, Tuesday, 5:30 p.m. Board Meeting
04/11/17, Tuesday, 5:30 p.m. Board Meeting
07/11/17, Tuesday, 5:30 p.m. Board Meeting
07/18/17, Tuesday, 6:00 p.m. Annual Meeting

VI. Executive Session:

The Board entered into Executive Session at 6:06 p.m. to discuss the status of Accounts Receivable Aging and responsibility of fence repair. The Board adjourned from Executive Session at 6:12 p.m.

VII. Other Business:

Delinquent Account Resolution: Discussion was held regarding the process for managing delinquent accounts. ASI recommended the Board consider adopting a resolution for managing delinquent accounts. ASI will sent to all Board members a template that is used by many associations.

VIII. Adjournment: Meeting was adjourned at 6:14 p.m.

Meeting Minutes respectfully submitted by ASI.