



Camden Place HOA, Inc.

c/o Association Services, Inc.
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Camden Place Homeowners Association, Inc.

Meeting of the Board of Directors

Thursday, November 17, 2016; 5:30 p.m.
1250 Ironwood Dr., Coeur d'Alene, ID
Conference Room – 3rd floor #335

Meeting Minutes

Board Members in Attendance:

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

Board Members Absent:

Derrick Cox, Secretary

Management Co. (ASI):

Samm Haight, Sr. Account Mgr
Carrie Beals, Account Mgr

- I. **Call to Order:** Meeting was called to order by President, Jeff Kyser at 5:27 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 August 15, 2016 meeting minutes as presented; motion passed. Motion was made and seconded to approve for distribution the 2016 Annual Meeting minutes.
- III. **Financial Report:** ASI provided a review of the financials effective October 31, 2016. The Financials show YTD Net Income of \$326.36. As of October 31, 2016, the Operating Account shows a balance of \$3,605.62; the Road Reserve Account shows a balance of \$9,264.98 and the Snow Reserve Account shows a balance of \$3,203.91. The Balance Sheet shows Total Liabilities & Equity at \$15,776.74
- IV. **Old Business:**
 - A. Parking Enforcement – Status Update:
Truck on Kauffman – no license plates,
Zach recommended sending a reminder notice in the next invoice regarding parking restrictions on the private streets with snow accumulation. ASI will research Rules & Regulations for the appropriate verbiage and include a message with the December invoices.
 - B. Fence Repair:
Discussion was held; it was determined that a meeting would be set for Jeff to manage a walk through the development with Stephen from Affordable Fence. The result of their meeting would be to determine the needed repairs and the available options now that the fence material is obsolete.

C. Fence Responsibility Resolution: ASI recommended the Board consider preparing and adopting a resolution that identifies the portions of the fence that are the association's responsibility and those portions that are the owners' responsibility. Zach recommended the Board appoint an ad-hoc committee to make a recommendation to the Board. It was determined to table this discussion until the next meeting.

V. **New Business:**

A. 2017 Proposed Budget: ASI presented the 2017 proposed budget. The new budget reflects bidding out the landscape work for 2017 and includes the expense to engage an irrigation specialist to provide solutions for their irrigation challenges. The proposed 2017 budget does not include a change in the regular assessments. Motion was made and seconded to approve the 2017 proposed budget as presented; motion passed.

B. Reserve Fund Research:
ASI recommended that the Board consider engaging a Reserve Study professional to provide a formal reserve study to assist the association in managing the various components they are responsible for and the funds needed to accomplish these tasks. Discussion was held; the Board will consider at a future meeting. The Association's responsibilities on the fence will need to be understood and determined before they can consider an engaging in an effective Reserve Study. Zack volunteered to consider working on the listing of components that the HOA is responsible. He asked ASI to provide the history of reserve related expenses and reserve deposits.

VI. Adjournment: Meeting was adjourned at 6:32 p.m.

Meeting Minutes respectfully submitted by ASI.