

CANTERBURY VILLAGE COA

Board of Trustees Meeting

Tuesday, December 10, 2024, at 6:00 p.m.

2560 Greenlefe Dr. Beavercreek, OH

Minutes

1) **CALL TO ORDER / ATTENDANCE:**

- a. The regular meeting was called to order by President Bill Telzerow at 6:07 p.m. at the location noted above. Board Members in attendance were David Franklin, Treasurer, Kim Dilts, Board Member, Ann Hasbach, and Keith Simpson, Board Members. Eric Ernst was present representing Eclipse Community Management.

2) **REVIEW AND APPROVAL OF MINUTES:**

- a. The minutes of the Board of Trustees meeting held November 26, 2024, were presented for review and approval. David Franklin moved to accept the meeting minutes. Kim Dilts seconded. All were in favor, and the motion carried.

3) **REVIEW AND APPROVAL OF FINANCIAL REPORTS:**

- a. The draft financial report for November 2024 was presented for review. Bill Telzerow moved to accept the financial reports as presented. David Franklin seconded. All were in favor, and the motion carried.

4) **MANAGEMENT REPORT:**

- a. **Violation Report** – There was no report to review.
- b. **Architectural Report** – There was no report to review.

5) **OLD BUSINESS:**

- a. 2519 GL damage from the door.
 - i. Door replacement is a Spring project.
 - ii. Roof Step Flashing. Per Byron with Statewide Roofing, it was not the step flashing. It may be the area along the roof line covered in moss. He is monitoring a pencil mark for the ceiling stain.
 - iii. Windows were installed on November 26, 2024.
- b. 2523 GL damage from windows.

6) **NEW BUSINESS:**

- a. 2575 GL Chimney Cap. The Chimney Cap project has been pre-paid and is scheduled for December 18, 2024.
- b. 2563 GL Chimney Cap. The Chimney Cap project has been pre-paid and is scheduled for December 18, 2024.
- c. 2560 GL- Underground Electric repair. A proposal from Bonham Electric was reviewed. A Proposal from Saturn Electric was also reviewed: The Board asked that Saturn Electric clarify the amount of time and the scope of work for the Underground electric repair.
- d. Street lighting issue. Kim Dilts made a motion to accept the street lighting proposal from Saturn Electric in the total amount of \$645. Dave Franklin seconded, and the motion passed, and the proposal was approved.
- e. 2025 Budget. The Board went through the budget and suggested a few edits. Ann Hasbach will provide the Landscape Contract from Acer and the budget will be adjusted. Eric Ernst will get gutter cleaning quotes for 2025 and will obtain the termite agreement from Go2Pros.

- f. Sign updated insurance policies: Bill Telzerow signed the necessary 2025 insurance documents for CAI Insurance.
- g. Landscaping: Ann Hasbach presented an idea that owners would make voluntary contributions toward a landscaping fund, and then the money would be used for improvement projects.

7) **NEXT MEETING DATE:**

- a. The next meeting will be held on Tuesday, January 28, 2024, at 6:00 p.m. at 2560 Greenlefe Dr.

8) **ADJOURNMENT**

- a. David Franklin made a motion to adjourn and Bill Telzerow seconded. There being no further business to be brought before the Board, the meeting was adjourned at 7:53 p.m.

Balance Sheet

Portfolios: Canterbury Village Condominium

As of: 12/31/2024

Accounting Basis: Accrual

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name		Balance
ASSETS		
Cash		
Total Cash		0.00
Accounts Receivable		10,555.00
TOTAL ASSETS		10,555.00
LIABILITIES & CAPITAL		
Liabilities		
Accounts Payable		10,127.13
Prepaid Assessments		12,833.00
Total Liabilities		22,960.13
Capital		
Beginning Balance Equity		44,320.00
Retained Earnings		48,297.53
Transfer of Funds - Mgt Co		-146,527.49
Calculated Retained Earnings		19,857.73
Calculated Prior Years Retained Earnings		21,647.10
Total Capital		-12,405.13
TOTAL LIABILITIES & CAPITAL		10,555.00

Income Statement Compared with Budget

Portfolios: Canterbury Village Condominium

As of: Dec 2024

Additional Account Types: None

Accounting Basis: Accrual

Level of Detail: Detail View

Account Name	MTD Actual	YTD Actual	Annual Budget	YTD \$ Var.
Income				
Assessments	0.00	244,200.00	266,400.00	-22,200.00
Gain/(Loss): Morgan Stanley	0.00	7,341.43	0.00	7,341.43
Interest Income	0.00	0.76	0.00	0.76
Late & Misc. Fees	0.00	100.00	500.00	-400.00
Total Operating Income	0.00	251,642.19	266,900.00	-15,257.81
Expense				
Animal/Pest Control	0.00	6,608.37	6,000.00	-608.37
Bank Charges	0.00	171.20	225.00	53.80
Building Maintenance	0.00	56,579.84	60,000.00	3,420.16
Electric	0.00	1,949.07	1,500.00	-449.07
Landscape/Off Contract	0.00	9,378.92	12,000.00	2,621.08
Information Tech	0.00	264.00	250.00	-14.00
Insurance Expense	0.00	50,145.54	35,000.00	-15,145.54
Irrigation Maintenance	0.00	6,640.76	10,000.00	3,359.24
Landscape Maintenance Contract	0.00	46,280.21	56,549.00	10,268.79
Management Fee	0.00	16,061.76	17,522.00	1,460.24
Office Expense	16.74	825.38	500.00	-325.38
Professional Services	0.00	85.00	2,000.00	1,915.00
Snow Removal	0.00	3,370.00	5,000.00	1,630.00
Street Sealing	0.00	10,255.00	0.00	-10,255.00
Trash	0.00	18,297.66	17,500.00	-797.66
Water & Sewer	0.00	4,871.75	8,200.00	3,328.25
Total Operating Expense	16.74	231,784.46	232,246.00	461.54
Total Operating Income	0.00	251,642.19	266,900.00	-15,257.81
Total Operating Expense	16.74	231,784.46	232,246.00	461.54
NOI - Net Operating Income	-16.74	19,857.73	34,654.00	-14,796.27
Total Income	0.00	251,642.19	266,900.00	-15,257.81
Total Expense	16.74	231,784.46	232,246.00	461.54
Net Income	-16.74	19,857.73	34,654.00	-14,796.27