

CANTERBURY VILLAGE COA

Board of Trustees Meeting

Tuesday, January 28, 2025, 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, and Board Member, Ann Hasbach. Keith Simpson, a Board Member, was not in attendance. Eric Ernst was present representing Eclipse Community Management.

2) REVIEW AND APPROVAL OF MINUTES:

- a. The minutes of the Board of Trustees meeting held December 10, 2024, were presented for review and approval. David Franklin moved to accept the meeting minutes. Bill Telzerow seconded. All were in favor, and the motion carried.

3) REVIEW AND APPROVAL OF FINANCIAL REPORTS:

- a. The draft financial report for December 2024 was presented for review. David Franklin moved to accept the financial reports as presented. Bill Telzerow 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.
 - 1. 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.
- c. 2575 GL Chimney Cap.
- d. 2563 GL Chimney Cap.
 - i. Both projects have been pre-paid and completed.
- e. 2560 GL- Underground Electric repair.
 - i. A proposal from Bonham Electric.
 - ii. A Proposal from Saturn Electric.
- f. Street lighting issue
 - i. A proposal from Saturn Electric.
- g. 2025 Budget
- h. Sign updated insurance policies.

6) NEW BUSINESS:

- a. K&C Community Protection Program has been approved.
 - i. Eric Ernst with Eclipse will follow up with K&C to request a draft letter to address the unit owners who are delaying maintenance.
- b. Snow Vendor.'

- i. Eric Ernst with Eclipse will contact Acer Landscaping to review the performance of the snow removal.
- c. Garage Door Painting.
 - i. Eric Ernst with Eclipse will contact John Henry Painting and The Ohio Painting Company to adjust the proposals to include shutter removal, plugging of holes, and garage door painting.
- d. Painting Schedule for Condo Units.
 - i. Eric Ernst with Eclipse will research alternative financing methods for the building painting.
- e. Insurance Rate for 2025.
 - i. The approval for the new insurance policy payment will be completed in the AppFolio approval flow.
- f. Board Member Participation
 - i. The Board reviewed the Declarations to determine what happens if a Board Member misses 3 consecutive meetings:
 - 1. 7.1.4. declare the office of a member of the Board to be vacant in the event such member shall be absent from three consecutive regular meetings of the Board;

7) NEXT MEETING DATE:

- a. The next meeting will be held on Tuesday, March 25, 2025, at 6:00 p.m. at 2595 Greenside Dr.

8) ADJOURNMENT

- a. David Franklin made a motion to adjourn, and Kim Dilts seconded. There being no further business to be brought before the Board, the meeting was adjourned at 7:37 p.m.

Eclipse Financials - Balance Sheet

Properties: CNTB - Canterbury Village COA - Canterbury Village COA PO Box 750310 Dayton, OH 45475

As of: 01/31/2025

GL Account Map: CNTB GL Map

Level of Detail: Detail View

Account Number	Account Name	Operating	Reserve	Total
ASSETS				
Cash				
11000	Operating Bank Account - First Citizens #4635	1,263.60		1,263.60
15000	Reserve Bank Account - First Citizens #4643		97,623.57	97,623.57
Total Cash		<u>1,263.60</u>	<u>97,623.57</u>	<u>98,887.17</u>
TOTAL ASSETS		<u>1,263.60</u>	<u>97,623.57</u>	<u>98,887.17</u>
LIABILITIES & CAPITAL				
Liabilities				
Total Liabilities		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Capital				
RESERVE				
22000	Reserve Account Interest		28.59	28.59
23001	Reserve - General		97,594.98	97,594.98
Total RESERVE		<u>0.00</u>	<u>97,623.57</u>	<u>97,623.57</u>
Calculated Retained Earnings		-11,882.88	0.00	-11,882.88
Calculated Prior Years Retained Earnings		13,146.48	0.00	13,146.48
Total Capital		<u>1,263.60</u>	<u>97,623.57</u>	<u>98,887.17</u>
TOTAL LIABILITIES & CAPITAL		<u>1,263.60</u>	<u>97,623.57</u>	<u>98,887.17</u>

Income Statement

Eclipse Community Management, LLC

Properties: CNTB - Canterbury Village COA - Canterbury Village COA PO Box 750310 Dayton, OH 45475

As of: Jan 2025

GL Account Map: LOST GL Map

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Number	Account Name	Selected Month	Year to Month End
Operating Income & Expense			
Income			
40000	INCOME		
41000	Assessment	23,295.00	23,295.00
41200	Prepaid Assessment	4,855.00	4,855.00
42000	Operating Account Interest	0.77	0.77
44000	Late Fee	50.00	50.00
40000	Total INCOME	28,200.77	28,200.77
Total Operating Income		28,200.77	28,200.77
Expense			
50000	RESERVE CONTRIBUTION		
51000	Reserve Contribution	-27,150.00	-27,150.00
50000	Total RESERVE CONTRIBUTION	-27,150.00	-27,150.00
60000	UTILITY EXPENSE		
61000	Electric	349.95	349.95
63000	Water / Sewer	88.02	88.02
60000	Total UTILITY EXPENSE	437.97	437.97
70000	MAINTENANCE		
75000	General Maintenance	630.00	630.00
70000	Total MAINTENANCE	630.00	630.00
80000	GROUNDS		
81100	Landscape - Contract	4,010.00	4,010.00
84000	Snow Removal	3,400.00	3,400.00
80000	Total GROUNDS	7,410.00	7,410.00
90000	ADMIN		
91100	Professional Management	1,550.00	1,550.00
91500	Postage / Mailing	67.27	67.27
92100	Insurance	55,788.41	55,788.41
93100	Legal	750.00	750.00
94600	Corporate Transparency	400.00	400.00
99999	Miscellaneous Admin	200.00	200.00
90000	Total ADMIN	58,755.68	58,755.68
Total Operating Expense		40,083.65	40,083.65
NOI - Net Operating Income		-11,882.88	-11,882.88
Total Income		28,200.77	28,200.77
Total Expense		40,083.65	40,083.65
Net Income		-11,882.88	-11,882.88