

CANTERBURY VILLAGE COA

Board of Trustees Meeting

Tuesday, March 18, 2025, at 6:00 p.m.

2595 Greenside Dr. Beavercreek, OH

Minutes

1) CALL TO ORDER / ATTENDANCE:

- a. The regular meeting was called to order by Eric Ernst with Eclipse at 6:00 p.m. at the location noted above. Board Members in attendance were Bill Telzerow , President, David Franklin, Treasurer, Kim Dilts, and Board Member, Ann Hasbach, and Keith Simpson, Board Member. Resident Marcia Bilovecki attended and she requested power washing.

2) REVIEW AND APPROVAL OF MINUTES:

- a. The minutes of the Board of Trustees meeting held on January 28th, 2025, 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 February 2025 was presented for review. Dave Franklin, the Treasurer asked Eclipse to investigate an investing strategy for the reserve account. Ann Hasbach 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** – Eric Ernst with Eclipse reviewed the violation report and it was noted by the Board that the trash container violation at 2568 GS has been corrected.
- b. **Architectural Report** – The board discussed a recent email about an awning being installed at 2561 GS. The Board also discussed updating the website stating that an application is needed if a replacement is not of like kind. Eric Ernst will contact Sonas to see if the holes that were left from the removal of the old awning can be filled in and repaired with no issues.

5) OLD 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.
 - ii. 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.
- c. Painting Schedule for Condo Units.
 - i. Eric Ernst with Eclipse will research alternative financing methods for the building painting. The Board requested that a meeting with John Henry be set up to review paint colors and a painting schedule.
- d. Insurance Rate for 2025.
 - i. The approval for the new insurance policy payment will be completed in the AppFolio approval flow.
- e. 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;

6) NEW BUSINESS:

- a. Financing option: First Citizens Bank Loan Application. The loan application was provided to the board and reviewed at the meeting by Eric Ernst with Eclipse. The board discussed the cost of the painting project and if they will need financing.
- b. Resolved: Rumpke invoices: Updates from Rumpke. The resident at 2612 GS paid for these services personally. There were two work orders. Is this double billing? This issue has been resolved with a 0 balance from Rumpke.
- c. Approved: Landscaping- Spring Plans and Budget: You want to reclassify a certain amount of expense from snow to non-contract landscape, moving the actual dollars spent from snow to the non-contract landscape and reflecting on that line in the reports. In this case, we could reclassify invoices or use a journal entry to "transfer" a certain amount to that non-contract landscape line item.
- d. Update on 2519 GL: Sonas will follow up to make sure the owners order two new windows.
- e. Update on 2523 GL: Sonas met on 3/13/25 to explain to owner and Realtor and their contractor about damage to the deck, door, and window replacement.
- f. Update on 2533 GS: Xenia Glass and Lock waiting for Sonas to make necessary repairs before installation of the window. These repairs cannot be accomplished until it warms. A work order has been cut to Sonas.
- g. Update for 2591. GL HOA continued non-payment.
 - i. Can we collect Wilma's delinquency against her daughter since there was never a sale to get a status letter and clear the balance it was just a transfer. Steph, the finance director for Eclipse, is working with K&C to get the answers needed for the next steps.
- h. Is Streetlight on GL still inoperable, status? Review proposals. Eric Ernst with Eclipse will follow up with AES again to determine who is responsible for these streetlights.
- i. Aggressive dog situation: Bill Telzerow mentioned two incidents with a bigger dog charging a smaller dog. He will address the issue in the next Newsletter.
- a. Tax Forms: Bill Telzerow discussed the email the Board received from Steph about the preparation of the tax forms.
- b. Driveway Repairs: The Board asked Eric Ernst to get vendor to assess the driveway repairs and look into whether or not the bump/gap between the driveway and the blacktop is normal.

7) NEXT MEETING DATE:

- a. The next meeting will be held on Tuesday, April 22, 2025, at 6:00 p.m. at 2560 Greenside 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 7:26 p.m.

Eclipse Financials - Balance Sheet

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

As of: 03/31/2025

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	17,022.63		17,022.63
15000	Reserve Bank Account - First Citizens #4643		103,362.63	103,362.63
Total Cash		17,022.63	103,362.63	120,385.26
TOTAL ASSETS		17,022.63	103,362.63	120,385.26
LIABILITIES & CAPITAL				
Liabilities				
Total Liabilities		0.00	0.00	0.00
Capital				
RESERVE				
22000	Reserve Account Interest		67.65	67.65
23001	Reserve - General		103,294.98	103,294.98
Total RESERVE		0.00	103,362.63	103,362.63
Calculated Retained Earnings		3,876.15	0.00	3,876.15
Calculated Prior Years Retained Earnings		13,146.48	0.00	13,146.48
Total Capital		17,022.63	103,362.63	120,385.26
TOTAL LIABILITIES & CAPITAL		17,022.63	103,362.63	120,385.26

Income Statement

Eclipse Community Management, LLC
Properties: CNTB - Canterbury Village COA - Canterbury Village COA PO Box 750310 Dayton, OH 45475
As of: Mar 2025
GL Account Map: CNTB 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	22,930.00	67,395.00
41600	Prepaid Assessment	4,377.00	4,062.00
42000	Operating Account Interest	0.64	1.66
44000	Late Fee	0.00	50.00
48000	NSF Fees Collected	10.00	10.00
40000	Total INCOME	27,317.64	71,518.66
	Total Operating Income	27,317.64	71,518.66
Expense			
50000	RESERVE CONTRIBUTION		
51000	Reserve Contribution	2,850.00	-21,450.00
50000	Total RESERVE CONTRIBUTION	2,850.00	-21,450.00
60000	UTILITY EXPENSE		
61000	Electric	149.64	672.23
63000	Water / Sewer	92.80	261.54
64000	Trash	4,371.73	4,371.73
60000	Total UTILITY EXPENSE	4,614.17	5,305.50
70000	MAINTENANCE		
75000	General Maintenance	2,818.00	3,573.00
75500	Extermination	161.25	161.25
70000	Total MAINTENANCE	2,979.25	3,734.25
80000	GROUNDS		
81100	Landscape - Contract	4,010.00	8,020.00
82100	Landscape - Non-contract	5,578.50	5,578.50
84000	Snow Removal	-4,220.00	4,000.00
80000	Total GROUNDS	5,368.50	17,598.50

Income Statement

Account Number	Account Name	Selected Month	Year to Month End
90000	ADMIN		
91100	Professional Management	1,550.00	4,650.00
91400	Copies	0.00	88.60
91500	Postage / Mailing	63.39	319.75
92100	Insurance	0.00	55,788.41
93100	Legal	0.00	750.00
94600	Corporate Transparency	0.00	400.00
98000	Bank Charge	-10.00	-10.00
99999	Miscellaneous Admin	0.00	467.50
90000	Total ADMIN	1,603.39	62,454.26
	Total Operating Expense	17,415.31	67,642.51
	NOI - Net Operating Income	9,902.33	3,876.15
	Total Income	27,317.64	71,518.66
	Total Expense	17,415.31	67,642.51
	Net Income	9,902.33	3,876.15