

CANTERBURY VILLAGE COA

Board of Trustees Meeting

Tuesday, July 22, 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 David Franklin, President/Treasurer, at 6:00 p.m. at the location noted above. Board Members in attendance were Bill Telzerow, Board Member, Kim Diltz, Board Member, and Ann Hasbach. Keith Simpson, a Board Member, was also in attendance. Eric Ernst with Eclipse was also present. Two residents attended the meeting, who represented 2519 GL and 2645 GS.

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

- a. The minutes of the Board of Trustees meeting held on June 24th, 2025, were presented for review and were previously approved.

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

- a. The draft financial report for June 2025 was presented for review. Eric Ernst with Eclipse reviewed the financials and delinquencies. 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** – Eric Ernst with Eclipse reviewed the violation report. 2536 GS was contacted previously by phone; however, violations still exist. Violation notices will be sent with a \$50 fine for each.
- b. **Architectural Report** – No applications to review.

5) **OLD BUSINESS:**

- a. 2519 GL- Gomes Contracting- Approved proposal enclosed in meeting packet. The project is complete. Painting is scheduled for June 23rd. Painting is complete.
- b. Insurance claim for 2519 GL-Claim has been submitted along with maps and declarations. There is another window issue at 2519 GL, and this issue has been added to the insurance request. The insurance claim was denied, and the Insurance company will be sending an official notice of denial.
- c. 2523 GL SavATree Letter-The root issue at the unit is complex. Eric Ernst with Eclipse will email the letter to the owner explaining the findings. Completed.
- d. Garage door painting-The board discussed whether or not owners should be responsible for painting their garage doors. There is a current color and code listed in the declarations, and the board discussed whether or not that should be changed or go with a different uniform color. The painting issue is on hold for now.
- e. Three car allowances- Declarations. The board is concerned with cars parking in the visitor parking lot and violating the Declarations. Renters at addresses 2568GL and 2532 GS are of concern. Eric Ernst with Eclipse will send Courtesy Notices to bring this matter to the owner's attention. Completed as each owner responded to acknowledge receipt of the notices.
- f. Sonas – Spring list. The board will review the list to prioritize tasks. There is a need for a lift at the back of some of the Greenlefe units. The board wants to look at this area further. Eric Ernst with Eclipse will issue work orders that do not require the lift.
- g. Landscape and Snow proposals- Eric Ernst with Eclipse will be in contact with several Landscape and Snow Vendors to get proposals for 2026 services and budget planning. 3 vendors have been contacted, and the board is awaiting each proposal to be reviewed.
- h. Reserve Study- Eric Ernst with Eclipse will contact Reserve Advisers for a quote for a Reserve Study.

6) NEW BUSINESS:

- a. 2519 GL- Damage above the windows caused by water from the corner gutter. Dead tree in front. - Eric Ernst with Eclipse will contact Gomes Contracting, LLC. for an assessment and proposal to fix this issue. The dead tree issue will be discussed at a later date.
- b. The uneven sidewalk gets slick, and the sidewalk has sunk. They are working on the lawn and putting down grass seed- Eric Ernst with Eclipse will contact A-1 Concrete Leveling for an assessment and proposal to fix the issue. It was determined that Star City Concrete does not do leveling, only sidewalk replacement.
- c. Leak in the front wall near the fireplace. - Eric Ernst with Eclipse will contact Statewide Roofing to provide an assessment and proposal to fix the issue.
- d. Back deck (painting) at 2627 Greenside Drive. – Deck boards had been replaced except for one nearest the slider window. Dave Franklin clarified that the decks are painted and not stained.
- e. 2026 Canterbury Village Landscape and Snow Maintenance (2025/2026) proposal from Acer.- The Board agreed to have each proposal from different vendors reviewed at the same time.
- f. Reserve Study- David Franklin made a motion to accept the Reserve Study Proposal from Reserve Advisors. Kim Dilts seconded. All were in favor, and the motion carried.
- g. 2645 GS—The owner attended the meeting and expressed a need for better communication regarding the awning hole repair project. Eric Ernst with Eclipse will contact Sonas to return and review the project and discuss the repair with the owner.

7) NEXT MEETING DATE:

- a. The next meeting will be held on Tuesday, August 26th, 2025, at 6:00 p.m. at 2560 Greenlefe Dr.

8) ADJOURNMENT

- a. Bill Telzerow made a motion to adjourn, and Dave Franklin seconded. There being no further business to be brought before the Board, the meeting was adjourned at 7:43 p.m.

Eclipse Financials - Balance Sheet

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

As of: 06/30/2025

GL Account Map: CNTB GL Map

Level of Detail: Detail View

Account Number	Account Name	Operating	Reserve	Total
ASSETS				
Cash				
11000	Operating - First Citizens #4635	12,321.96		12,321.96
15000	Reserve - First Citizens #4643		88,897.03	88,897.03
Total Cash		12,321.96	88,897.03	101,218.99
TOTAL ASSETS		12,321.96	88,897.03	101,218.99
LIABILITIES & CAPITAL				
Liabilities				
Total Liabilities		0.00	0.00	0.00
Capital				
RESERVE				
22000	Reserve Account Interest		114.67	114.67
23001	Reserve - General		88,782.36	88,782.36
Total RESERVE		0.00	88,897.03	88,897.03
Calculated Retained Earnings		-824.52	0.00	-824.52
Calculated Prior Years Retained Earnings		13,146.48	0.00	13,146.48
Total Capital		12,321.96	88,897.03	101,218.99
TOTAL LIABILITIES & CAPITAL		12,321.96	88,897.03	101,218.99

Income Statement

Eclipse Community Management, LLC

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

As of: Jul 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	21,600.00	155,775.00
41600	Prepaid Assessment	3,241.25	3,095.00
42000	Operating Account Interest	0.82	4.61
44000	Late Fee	25.00	250.00
44100	Late Fee Interest Charge	3.00	40.75
46000	Shared Maintenance	54.00	54.00
48000	NSF Fees Collected	0.00	10.00
40000	Total INCOME	24,924.07	159,229.36
Total Operating Income		24,924.07	159,229.36
Expense			
50000	RESERVE CONTRIBUTION		
51000	Reserve Contribution	2,850.00	-10,050.00
50000	Total RESERVE CONTRIBUTION	2,850.00	-10,050.00
60000	UTILITY EXPENSE		
61000	Electric	219.19	1,397.30
63000	Water / Sewer	338.81	790.07
64000	Trash	2,172.81	19,033.19
60000	Total UTILITY EXPENSE	2,730.81	21,220.56
70000	MAINTENANCE		
75000	General Maintenance	5,584.63	23,942.63
75500	Extermination	0.00	5,067.14
70000	Total MAINTENANCE	5,584.63	29,009.77
80000	GROUNDS		
81100	Landscape - Contract	4,010.00	28,070.00
81700	Irrigation - Contract	0.00	1,715.00
82100	Landscape - Non-contract	0.00	5,578.50
82700	Irrigation - Non-contract	0.00	2,241.00
84000	Snow Removal	0.00	4,000.00
80000	Total GROUNDS	4,010.00	41,604.50
90000	ADMIN		
91100	Professional Management	1,550.00	10,850.00
91400	Copies	0.00	88.60
91500	Postage / Mailing	66.45	594.36
92100	Insurance	0.00	55,788.41
93100	Legal	0.00	900.00
94100	Accounting	0.00	375.00
94302	Income Tax	0.00	671.00

Income Statement

Account Number	Account Name	Selected Month	Year to Month End
94400	Reserve Study	1,900.00	1,900.00
94600	Corporate Transparency	0.00	400.00
95000	Social Activities	0.00	12.00
98000	Bank Charge	0.00	-10.00
99999	Miscellaneous Admin	0.00	467.50
90000	Total ADMIN	3,516.45	72,036.87
	Total Operating Expense	18,691.89	153,821.70
	NOI - Net Operating Income	6,232.18	5,407.66
	Other Income & Expense		
	Other Income		
21000	Reserve - Transfer In	18,541.00	41,603.62
	Total Other Income	18,541.00	41,603.62
	Other Expense		
30000	RESERVE EXPENSE		
33001	Reserve Expense - General	18,541.00	41,603.62
30000	Total RESERVE EXPENSE	18,541.00	41,603.62
	Total Other Expense	18,541.00	41,603.62
	Net Other Income	0.00	0.00
	Total Income	43,465.07	200,832.98
	Total Expense	37,232.89	195,425.32
	Net Income	6,232.18	5,407.66