

CANTERBURY VILLAGE COA

Board of Trustees Meeting

Tuesday, November 25, 2025, at 6:00 p.m.

2595 Greenside Drive, Beavercreek, OH

Minutes

1) CALL TO ORDER / ATTENDANCE:

The regular meeting was called to order by President Dave Franklin at 6:01 p.m. at the location noted above. Board Members in attendance were Kim Dilts, Bill Telzerow, Ann Hasbach, and Janice Snyder. Eric Ernst was not in attendance.

2) REVIEW AND APPROVAL OF MINUTES:

The minutes of the Board of Trustees meeting held October 28, 2025, were presented for review and approval. Bill Telzerow moved to accept the meeting minutes. Dave Franklin seconded. All were in favor, motion carried.

3) REVIEW AND APPROVAL OF FINANCIAL REPORTS:

October 2025 was presented for review; no updates were provided.

4) MANAGEMENT REPORT:

- a. **Violation Report** – Eric Ernst to review the violation report, the Board approved all pending violations.

5) OLD BUSINESS:

- a. **2026 Budget** – All board members have reviewed and approved the 2026 budget.
- b. **HOA Fees** – The Canterbury community has been informed about the fee increase. There have been 3 emails questioning the increase and pushing back. Dave Franklin has responded to all these emails and has heard nothing back in response.
- c. **Reserve Analysis** – Reserve Advisors delivered the reserve analysis. Dave Franklin has several questions, and some have been answered. A Reserve Advisor representative will be at the next board meeting to answer questions. Reserve Advisor's will also attend the Annual Community Meeting to explain the analysis and answer homeowners' questions.
- d. **Recycle Bins** – Waste Management has only replaced one red recycle bin. Eric will contact them to question status.
- e. **Replacement of APFolio** – Starting December 1, 2025, AP Folio will be replaced by VANTACA. All homeowners will be sent letters or emails explaining this change and the steps needed to follow to redirect HOA dues payments.

6) NEW BUSINESS:

- a. **More water leaks and deck damage** – Gomes will be replacing the deck floorboards at GS 2621 due to rot. Gomes will be replacing the entire deck and structure at GS 2609 this is due to rot and separation from the building.
- b. **US Lawns Snow removal** – US Lawns will be placing snow sticks in the complex later this week or next. US Lawns will be parking a plow in the cul-de-sac for snow removal, so equipment will be available when needed.
- c. **Fall Clean-up** – General gutter cleaning is delayed due to the expired insurance of the company hired. Eclipse is working on this and will notify residents when gutter cleaning will resume. Reported problem gutters have been cleaned, and gutter guards were installed at one location. Leaves will be cleaned up once the weather cooperates.
- d. **Reflect on the past year** – This past year we have encountered several large dollar amount repairs. The repairs are partially due to the age of our building structures, as well as some maintenance issues. We have experienced challenges with our lawn care contractor. We have contracted with US Lawns for lawn care in 2026. Acer's contract will be completed once leaves are cleaned up. On a positive note, we had 4 very successful community gatherings during the summer and early fall. The hiring of Eclipse as our Property Management company has proved to be beneficial, responsive to questions, taking actions to help with vendors, etc.

e. **Holiday Decorations** – The holiday decorations are going to be placed out the week of Nov 24th.

7) **NEXT MEETING DATE:**

The next meeting will be held on Tuesday, January 27, 2026, at 6:00 p.m. at 2573 Greenside Drive.

8) **ADJOURNMENT**

There being no further business to be brought before the Board, the meeting was adjourned at 7:03 p.m.

Eclipse Financials - Balance Sheet

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

As of: 11/30/2025

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	6,757.85		6,757.85
15000	Reserve - First Citizens #4643		46,194.68	46,194.68
Total Cash		6,757.85	46,194.68	52,952.53
TOTAL ASSETS		6,757.85	46,194.68	52,952.53
LIABILITIES & CAPITAL				
Liabilities				
Total Liabilities		0.00	0.00	0.00
Capital				
RESERVE				
22000	Reserve Account Interest		156.32	156.32
23001	Reserve - General		46,038.36	46,038.36
Total RESERVE		0.00	46,194.68	46,194.68
Calculated Retained Earnings		-6,388.63	0.00	-6,388.63
Calculated Prior Years Retained Earnings		13,146.48	0.00	13,146.48
Total Capital		6,757.85	46,194.68	52,952.53
TOTAL LIABILITIES & CAPITAL		6,757.85	46,194.68	52,952.53

Income Statement

Eclipse Community Management, LLC

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

As of: Nov 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	21,006.25	247,756.25
41600	Prepaid Assessment	-2,606.25	-1,908.00
42000	Operating Account Interest	0.62	7.75
44000	Late Fee	0.00	250.00
44100	Late Fee Interest Charge	3.00	52.75
46000	Shared Maintenance	0.00	108.00
48000	NSF Fees Collected	0.00	10.00
40000	Total INCOME	18,403.62	246,276.75
Total Operating Income		18,403.62	246,276.75
Expense			
50000	RESERVE CONTRIBUTION		
51000	Reserve Contribution	2,850.00	1,350.00
50000	Total RESERVE CONTRIBUTION	2,850.00	1,350.00
60000	UTILITY EXPENSE		
61000	Electric	230.44	2,290.77
63000	Water / Sewer	1,576.91	7,812.32
64000	Trash	2,213.81	27,808.98
60000	Total UTILITY EXPENSE	4,021.16	37,912.07
70000	MAINTENANCE		
75000	General Maintenance	9,507.50	66,186.13
75500	Extermination	0.00	5,478.13
70000	Total MAINTENANCE	9,507.50	71,664.26
80000	GROUNDS		
81100	Landscape - Contract	4,010.00	44,110.00
81700	Irrigation - Contract	1,917.00	3,632.00
82100	Landscape - Non-contract	0.00	5,780.81
82700	Irrigation - Non-contract	0.00	2,241.00
84000	Snow Removal	0.00	4,000.00
80000	Total GROUNDS	5,927.00	59,763.81
90000	ADMIN		
91100	Professional Management	1,550.00	17,050.00
91400	Copies	0.00	88.60
91500	Postage / Mailing	50.50	809.60
92100	Insurance	0.00	55,788.41
93100	Legal	750.00	1,900.00
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	3,800.00
94600	Corporate Transparency	0.00	400.00
95000	Social Activities	0.00	335.13
96000	Website	300.00	300.00
98000	Bank Charge	0.00	-10.00
99999	Miscellaneous Admin	0.00	467.50
90000	Total ADMIN	4,550.50	81,975.24
	Total Operating Expense	26,856.16	252,665.38
	NOI - Net Operating Income	-8,452.54	-6,388.63
	Other Income & Expense		
	Other Income		
21000	Reserve - Transfer In	10,275.00	80,056.62
	Total Other Income	10,275.00	80,056.62
	Other Expense		
30000	RESERVE EXPENSE		
33001	Reserve Expense - General	10,275.00	80,056.62
30000	Total RESERVE EXPENSE	10,275.00	80,056.62
	Total Other Expense	10,275.00	80,056.62
	Net Other Income	0.00	0.00
	Total Income	28,678.62	326,333.37
	Total Expense	37,131.16	332,722.00
	Net Income	-8,452.54	-6,388.63