

MINUTES CVHOA BOARD OF DIRECTORS MEETING
SEPTEMBER 15, 2010, 4 PM

ATTENDING: Bobbe Dexter, Jan Kaufman, Joey Curtis, John Carlson, June Behan (arrived at 4:30), Mike Zonnefeld, Lenci Loring, Dee Ruelas

ABSENT: Ron Sipp

The Minutes of the June 16, 2010 meeting were approved as corrected.

Carrie, the Office Administrator, presented her plan for a newly designed Homeowners' Directory. Her proposal is to purchase permanent vinyl covered binders that are about 9-1/2" x 7" that will hold 5-1/2 x 8-1/2 size sheets. Each homeowner and renter will have a separate sheet that will list their pertinent information; name, address, phone, email (if desired).

The initial cost for purchasing the books and printing the pages with dividers will be \$1875.15. The benefit to this new version will be that when a home changes residents, a single page can either be emailed or mailed to all residents eliminating the need for reprinting the Directory every year. The 2007 cost of printing the stapled Directory was \$406.89 plus tax.

Lenci moved that we accept Carrie's proposal; seconded, passed unanimously. Dee indicated that Carrie expected to have these Directories produced by the end of September.

Treasurer's Report – Dee reviewed the Financial Reports through August 2010. She noted that we have \$210 in Net Income as opposed to the Budget of -\$5,387 through August. All the paving has been completed. There have been some spikes in the water bill in the last two months. There are eight homeowners past due. One home is in foreclosure and they are past due \$2,360. We have a lien on this home.

Dee reviewed the One Year Agreement (approved by our attorney, Carolyn Goldschmidt) for the services of Tucson Tax Pro who have been working with us on the financials for the past five months. Dee is confident that they are capable of handling this work for \$500/monthly. They do not have check signing authority and pick up and return checks and documents to us bi-monthly. Carrie records each check that is received by the office on a spreadsheet before she turns over the checks to TTP for handling. This gives the Association a backup on activity with homeowner's checks. Dee noted that with the reduced hours of our Office Administrator and employing the services of TTP, the Association is saving approximately \$3,000 annually. The other advantage of using an outside accounting firm is that more members of the Association would be able and qualified to handle the Treasurer's position since they will not have to do day to day bookkeeping.

Dee moved that the One Year Agreement be accepted. Seconded; carried unanimously.

Dee then reported to the Board about one of the water meters that had spiked in usage during the months of June and July. After thoroughly investigating the five homes on the meter in question, he narrowed the issue down to one home. The additional cost of water on that meter was \$900 for the two month period. The question is whether the Board should require someone with faulty interior watering system should be held accountable for the extra cost. June Behan spoke up to say it was her property in question and that she was having an irrigation company look at her system. She said if she was convinced her faulty irrigation was the cause of the additional usage, that she would pay her fair share. No further action was taken.

Dee also questioned a bill from Mesquite Valley Growers for \$53.00 that was supposed to have been paid for by a homeowner who had requested a tree be removed and agreed to split the cost of replacing the tree with her neighbor. The neighbor purchased the tree and the other homeowner refused to pay her share. June spoke to the issue saying the committee had approved this tree. However, according to Bobbe, the committee had not been aware that the Association would be paying for half the cost of the tree and that they should have been apprised of this before they voted to pay for the tree.

Carrie had placed a Staff Report for Office Administrator in the Board packets. Dee asked that the Board members review this to see the progress that is being made in our office.

Lenci moved that the Financial Reports be filed for audit. Seconded; passed.

Architectural Committee – John reported very little activity; one home approved for a paint color without the full committee meeting together. He said this would not be an ongoing policy.

Paving – John had the suggested paving jobs that JJ had presented for next year. John believes that some of these jobs could be alleviated. He will meet with Tom Gardner to review the budget cost for the paving. John encouraged the Board to walk the area in question so they could give their opinion about it.

John is having a form signed by people whose gas lines are in jeopardy from breaking during any paving operations. The CC&R's are clear that gas lines going from the main meter to a house is the responsibility of the homeowner. This form is a reminder to these homeowners that problems could develop if they don't have their gas meters moved next to their homes.

Vice President - Jan presented an outline of a small booklet that she and Linda Rydingsword had worked on over the summer that would be produced to make it easier for new homeowners to understand the policy and procedures of the community. If there is no objection, they will go forward with a prototype for Board approval. No vote was taken.

Landscape – June reported that there was a second request for a tree removal. No information about where the tree is located. No action taken.

Nominating – Lenci reported that she had received no resumes or bios for Board positions. These are due November 5. Lenci appealed to the members to consider holding Board positions. There are four 3-year elected positions open and one appointed position from the Women’s Association.

Property Manger – JJ is getting an estimate on replastering the cold pool. He also reviewed the jobs he has completed over the summer months. His report is on file in the office.

Long Range Planning – Tom reported that he is working with JJ to compile a list of assets of the Association. He is updating the Merckel report and will have budget numbers ready to discuss with Dee for the 2011 Budget.

New Business – Dee requested that Budget requests from committees be submitted to her no later than the October 20 Board Meeting.

Comments from the audience – Alene Schwartz asked what the Board could do about the bee and wasp problem in the pools. Bobbe said we would ask a pest control company if there are any remedies.

Jane announced that she, Phylis Carnahan, Jean Ferguson were trying to match single people in the community so each of these would have a phone contact daily. She also said if people want to hide a key outside their door, that the Fire Department will put this information on file should there be an emergency at that place of residence.

Meeting adjourned – 6:20 PM

Joey Curtis,
Secretary