

**Villa Monterey Improvement Association
Regular Meeting of the Board of Directors
MINUTES (Open Meeting)
May 1, 2017
Park Ramada**

President Rick Morine called the meeting to order at 4:30 p.m. Directors present were President Morine, Treasurer Mike Hamm, Executive Secretary Barb Colbert, and Tony Viti. Maureen Prombo and Granger Macy participated via cell phone with microphone. Vice President Peter Frechette was absent with excuse. A quorum was reached.

Homeowners' Forum

No homeowners requested to speak at beginning of meeting.

April 19, 2017 Minutes

The April 19 minutes were unanimously approved.

Parking Lot Items and Other issues

- 1) Tips for running a board meeting. President Morine explained the board meeting process this board is using as described in "Board Meetings" from The Mulcahy Law Firm; all attendees received a copy of this document.
- 2) Chuck Lacy's exercise equipment. Treasurer Hamm explained some of the reasons for not accepting Chuck's generous offer to donate two pieces of exercise equipment: the need to build a structure to protect the equipment and the additional liability involved.
- 3) New Grievance Committee member. Since no committee members were present in person at this meeting, the issue of adding a non-board member to the committee will be revisited at the November meeting.
- 4) Secret Ballot. The board will vote on the following proposed amendment to the bylaws at the November board meeting: "Amend by addition to the bylaws: **Article III, SECTION 7. SECRET BALLOTS** Votes cast at annual meetings or at special meetings of the membership whether by absentee ballot or in person shall be by secret ballot pursuant to Arizona Law."
- 5) Define major and minor expenses. It was moved, seconded, and unanimously approved to define major and minor expenses as follows:
 - a) A minor expense is defined as an expense up to \$2,000 and does not require board approval;
 - b) A major expense is defined as an expense of \$2,000 or greater and requires board approval;
 - i) A major expense up to \$5,000 for the repair or replacement of existing structures will be paid from the operating fund;
 - ii) A major expense of \$5,000 or more will be paid from the reserve fund.
- 6) Assessment Collection Policy. It was moved, seconded, and unanimously approved to modify the Assessment Collection Policy Payment Plan by replacing paragraph three on page three with the following language: "The minimum acceptable payment plan will be allowed only for half-year assessments. The plan will require four consecutive monthly payments, each payment no less than 25% of the half-year assessment due plus collection costs, if any. A homeowner may participate in the monthly payment plan only one time during a three-year period."
- 7) Dog issue. Two questions were raised at the April 19 board meeting regarding the unfortunate episode where an owner's dog not on a leash killed another owner's dog within Villa Monterey Unit One. President Morine addressed the following two questions:

- a) Q. Why was the Association involved? A. It is a violation of the CC&Rs to allow a dog to be outside the house not on a leash; this dog was not on a leash; the Association has the fiduciary responsibility of enforcing the governing documents. The association has the right to levy a fine for the violation; the fine was \$1,000, and the homeowner paid.
- b) Q. Why didn't President Morine explain the legal issue at the April 19 board meeting? A. The president felt it wise to consult with the Association's attorney before discussing the matter in a public forum; the attorney indicated we could do so.

Reports

1) Treasurer

- a) Treasurer Hamm presented the financial reports for the year to date. These reports can be found under FINANCIALS at www.villamontereyone.org.

2) Executive Secretary

- a) Executive Secretary Colbert stated directories have been distributed. Homeowners should check their entries to ensure they are correct and report any corrections using the website or by contacting any member of the directory committee directly.
- b) Notices of board meetings will be posted in the park, on our website, and by email. Please let the secretary know if this poses a problem for anyone.

3) Arizona Corporation Commission Annual Report

- a) The Association is required to file an annual report with the Arizona Corporation Commission by June 21, 2017. All directors must provide the necessary information to the treasurer as soon as possible.

New Business

- 1) Fountain Repair: Tony Viti moved the board approve funding repair of the park's fountain for an estimated cost of \$5,021. The motion was seconded and passed.

Homeowners' Forum

- 1) Diane Christensen asked about approval for paint colors. The Architectural Control Committee has approved a new Sherwin Williams color palette, and we are awaiting approval by the Historic Commission.
- 2) Linda Ross thanked the board for reading her recent letter and addressing her issues.

Adjournment

The meeting was adjourned at 5:26 p.m.

Submitted by Executive Secretary Barb Colbert