

**Villa Monterey IV Executive Board of Directors Meeting Minutes**  
**September 18, 2021**  
**10:00 AM**

*Meeting held via Zoom*

**Board Members Present:**

Susan Thomas, President

Joanie Reid, Vice President

Rob McBride, Treasurer

Julie Karcis, Secretary

Debra Lentz, Architectural Review Committee Chair

Amy MacAulay, Real Estate Officer & Liaison to the Scottsdale Historic Preservation Office

**Board Members Absent:**

Tammy Vogel, Social Director

Stan Hughes, Facility Management Director

**Call to Order:**

Susan called the meeting to order at 10:04 AM

**Approval of Minutes:**

The Minutes of the Board Meeting held July 21, 2021 were amended to include that Amy MacAulay and Debra Lentz volunteered to help with updating the CC&Rs. The title within the document was amended to reflect that it was an Executive Board Meeting.

**Facility Management – Susan Thomas**

- Both the north and south security gates into the common area need to be replaced; the north gate's inability to close independently was the reason for recent action by the City of Scottsdale. The June 2021 Reserve Study listed both gates with zero years of remaining life. Jerry Mosier will get prices for new gates, with consideration to keyless door locks.
- The Board decided to address safety issues on the second floor of the Clubhouse by replacing the two existing doors with one heavy metal door that opens inward and placing plywood in the window at the top of the stairs. Jerry will research prices for these items, including keyless door locks.
- Facility Management Director Stan Hughes has been out of town and is taking a leave of absence from the Board. Community volunteers will be asked to handle the restocking and trash collection, and Rob McBride and Jerry will act as vendor contacts and buy supplies. Susan will contact Stan. Jerry will contact Tammy about serving as the primary contact for cleaning and landscape.

### **Social Committee** – Tammy Vogel by Zoom Chat

- The community garage sale will be held November 5 and 6.
- A concert is scheduled for November 6. Details to follow.

### **Delinquent Fines, Dues, and Remediation** – Susan Thomas, Jerry Mosier, and Rob McBride

The Board discussed neglected property and delinquent dues, and remediation to address the issues.

### **Website Update** – Julie Karcis

Development of the new VMIV website by volunteer Keith Robertson is nearing completion. Susan and Keith will meet for a MailChimp lesson. The ARC Color Palette document will be recreated and posted on the new website.

### **HOA Board Guidelines** – Joanie Reid

Joanie shared the HOA Board Guidelines document she has been developing. It is intended for use as a reference for new and existing Board members, providing information about processes and activities. This is a big effort and will be of great value to the Board.

### **Architectural Review (ARC)** – Debra Lentz

There has been steady ARC activity this summer, as Debra has processed requests for pavers, landscape design, paint, and other improvements due to storm damage.

### **Real Estate & Historic Preservation Office Reports** – Amy MacAulay

- There has been little real estate or rental activity since the last report.
- Amy asked for editable copies of updated Real Estate and Rental forms to ensure the latest versions are on the website.
- Historic Preservation
  - There is no news about a replacement Officer for the Scottsdale Historic Preservation Program.
  - A new member has been appointed to the Commission.
  - Other Villa Monterey units are reviewing their participation on the Historic Register.
- The oleander hedge at the corner of Northland and 77<sup>th</sup> Place is a safety issue interfering with visibility at the curve in the road. Amy has been in touch with the City of Scottsdale about their requirements and suggestions. She will write a letter to the property owner about the issue and potential actions.

### **New Business**

The 2021-2022 Directory is undergoing final review, with many thanks to Allyn Taylor for all her work. Two hundred copies will be printed, and a Directory will be hand-delivered to local

residents. The group was interested in receiving a copy of the QB Homeowner Contact Info workbook with an additional tab ordered by street name and number in future distributions.

### **Adjournment**

- The meeting was adjourned at 12:05 PM.

The next Board Meeting is scheduled for October 19 at 5:30 in the Clubhouse.

Submitted by *Julie Karcis*