**Villa Monterey IV – Resort Park Association**

**Board Meeting Minutes**

**July 31, 2024**

**4pm**

Meeting held at the Clubhouse and via Zoom

**Board Members Present:**

John Galati, President

Brett Wilson, Vice President

Geoff Campbell, Treasurer

Jean Tyseling, Real Estate Director

Tammy Vogel, Social Director

Mike Flamini, Facility Management Director

Bob Kirch, Director at Large

Liz Boyle, Director of Architectural Review

Maureen DeRuyter, Secretary

**Call to Order:** John called the meeting to order at 4pm.

**Approval of Minutes:** Minutes of both June meetings were presented and approved.

**Owner Open Forum:** Floor opened to any comments from owners.

**President’s Report:** John Galati

July 1st began our new fiscal year with the Board that owners elected at the annual meeting in April. We are also operating under the annual budget and 3-year capital project plan that was also approved at that time.

John thanked Debra for her 6 years of service on the board, Erynn for serving as President and Pat Slagel and the Good Neighbor Committee for all their work. Thanked Candee O’Bannon for serving as the VM Real Estate Transaction Coordinator for the past 5 years.

Announced is changing the structure of the meeting and moving the Open Forum to the top of the agenda. Will try to keep meeting to about an hour.

In light of some recent legal costs incurred, John will assume the liaison role for the Board and the Association regarding all legal matters to keep such costs in check.

**Treasurer’s Report** – Geoff Campbell

Geoff thanked Jerry and John for their financial stewardship and stellar reporting. Financial Report through June 30, 2024, fiscal year end. June financials recorded total income of $21,473.47 that included $15,972.00 in dues payments, $19.87 in interest, $5,481.60 in fees received. Expenses totaled $5,583.73. Highlights of note: Donations for the year totaled $11,308 including a generous $10,000 restricted use donation. Total open invoices as of July 1, $4,838.40. Late fees notices were sent on June 16th. Geoff shared his goals for the year. John asked him to investigate requirements for establishing a 501(c)(3) for the HOA, possibly on a historic basis. Geoff has past experience in this area. Bob voiced concern with the percentage split on revenue and fines. Geoff wants to seek input from other VM HOAs on their revenue percentage breakdown. Motion carried to accept Treasurer’s Report as presented.

**Facility Director’s Report:** Mike Flamini

Brief report. Pool usage has increased. The air conditioning in the fitness room went out. It has been repaired at a moderate cost of $170.

**Real Estate Report:**  John Galati

Since we are on a cash basis, home sale transactions are recorded when payment is received from the title company, which may not be the closing date. In June there were three transactions; two when one home on E. Northland flipped twice the same day, selling for $450K then $490K, and another home on E. Chaparral sold for $500k. The average cumulative days on market was 71 days. The total capital contribution for the three sales was $3,960. The other VMs had 7 listings with 6 sales and average cumulative days on market of 79. The average sale price was $445,357.

**Social Director’s Report:** Tammy Vogel

Donuts and coffee is the first Saturday from 9am-11am. She is exploring avenues to cover windows to protect some artwork that has been offered as a donation for the clubhouse. The placement of clubhouse windows presents some difficulties in protecting the art from the harmful direct sunlight. New social activities begin in October. A full calendar of events is in place through the end of the year. Tammy shared that volunteer hours are being tracked monthly and her committee would like to show the hours/dollar amount saved by volunteers on both the website and at the annual meeting to increase awareness for all homeowners.

**Director of Architectural Review’s Report:** Liz Boyle

Two flippers, one on Northland and one on Mariposa were approached and were unaware of rules. Liz reported that with Bob’s help the Northland property flipper is now adhering to the rules. The authority of the City of Scottsdale holds more weight with flippers and owners. Liz has a meeting scheduled with the city to see what they will enforce, what do they receive in benefits from our historic status, as we are currently seeing little benefit from the designation. She will update the board following the meeting.

**Director at Large’s Report:** Bob Kirch

Bob reported meetings were held in March and April with homeowners on Chaparral regarding front yard parking. Nine homeowners were in violation. Six have now complied with rules, including one of the two homeowners who requested meetings. Two have not responded to letters or phone calls. He’s continuing efforts to have a lamp post located on each lot. Currently 30 lots do not have lamp posts.

**Old Business:**

**Secretary’s Report:** Maureen DeRuyter

Maureen reported that work is underway with the help of many volunteers and board members to look at streamlining and improving some back office processes. The majority of phone calls received on the office line relate to real estate inquiries, largely from agents and title companies. Currently working with Tammy, Jerry Mosier, and Keith to update the website adding a specific real estate information section where forms and information is easily accessible and downloadable. Working to add specific individual email addresses for Real Estate Director, Social Director, and Architectural Review Director to eliminate confusion and clutter in the current system with all email going to one general address.

**Real Estate Transaction Coordinator**: Tammy Vogel

Andrea Kever has graciously assumed the position of Real Estate Transaction Coordinator. Thank you, Andrea.

**Improving Zoom Meeting Performance and Attention to Website:** Tammy Vogel

Tammy reported that she’s working with Jerry, Duane and Mike to improve the Zoom experience and update the necessary equipment. She’s also working with Keith and Jerry to add individual email addresses to the website and called out the need to add the real estate documents and information to the website for easy access.

**Capital Expenditure Threshold Approval:** John Galati

John reported that Capital expenditures are budgeted for items that last a year or more and cost more than $1,000. Operational expenditures are budgeted for items and services lasting less than a year and costing less than $1,000 such as repairs and maintenance. He suggested the following motion: The Treasurer and/or Director Facility Management, with input from the Managing Agent, should discuss and approve un-budgeted operational expenditures up to $999 before purchase. Capital items of $1,000 to $2,499 require two to three verbal or written quotes including scope and a decision by the Treasurer and Director of Facility Management, with input from the Managing Agent and follow report to the board. Capital items $2,500 and over require 3 written quotes including scope and board approval. Logs for quotes, scope and timelines will be maintained. Brief discussion followed by approval of the above motion.

**Officer and Directors Job Duties/Responsibilities:** John Galati

John reminded board members this is an ongoing process for all board members to maintain listing of current duties. Any changes should be sent to John.

**Vice President’s Report:** Brett Wilson

Lengthy discussion on a few outstanding items regarding the proposed rules and regulations, in the following sections titled: Intent to Sell, Front Street Lamp Post, and Carport Screens. The lamp post discussion was tabled for the August 14th Board meeting. Once agreement is reached on all issues, Brett will bring the completed document forward for possible approval.

**New Business:**

**Code of Conduct:** John proposed approving the proposed Code of Conduct that he sent to all Board Members via email to save some time as the meeting was already running long. Jean and Bob asked that it be discussed at a board meeting. John suggested it be scheduled for the August 14th meeting which will also address lamp posts. Those will be the only two agenda items.

**Committee Assignments/Realignment:** John announced he is appointing 4 standing Committees: Architectural Review, Social, Facilities and Grounds and Good Neighbor Committee with name change to Community Compliance Committee. Liz, Tammy and Mike to serve as respective Chairs and the Community Compliance Committee Chair TBD. He requested that the chairs get together before the next board meeting and discuss committee membership giving consideration to owners that volunteered for committee work at the annual meeting, committee purpose, structure, determine meeting frequency, maintaining minutes and a record or log of actions taken /follow-up etc. with reports to the board.

**Other Business:**  Comments received from attendees asking for more transparency on lamp post issues for homeowners. Brett will survey homeowners regarding lamp posts and share resultant information with the Board.

Meeting adjourned at 5:28 pm.

Submitted by: Maureen DeRuyter