

**APPROVED MINUTES
SPECIAL BOARD OF DIRECTORS MEETING
January 8, 2014**

1. **CALL TO ORDER:** President Melanie Neilson called the meeting to order at 1:00 P.M. and welcomed new residents Barbara Sullivan, Ken & Sharon Scott and Bill & Kathy Howard.
2. Dal Foreman gave the **Election Committee** report.
 - A. Since there was no official ballot because of having only two candidates Melanie Neilson and Marvin Wycoff were elected by the Board of Directors at the November 21 meeting. Ed Sand administered the Oath of Office to them and they in turn signed their oaths.
 - B. Melanie confirmed that a quorum was present with all five Board Members in attendance.

BOARD MEMBERS PRESENT (5): Melanie Neilson, George Nersesian, Esther Peabody, Ed Sand and Marvin Wycoff.

RESIDENTS IN ATTENDANCE (10): Dal and Liz Foreman, Jack Neilson, Ron and Bea Tuxbury, Bill and Kathy Howard, Doris Bickel, Joseph Wilz and Dennis Hill.

GUESTS IN ATTENDANCE: HOA #1 Interim General Manager and Director of Operations Vivian Timian

3. **MINUTES:** November 21, 2013 minutes were approved via e-mail by Board Members Esther Peabody, Mike Moore, Ed Sand and Melanie.
4. Meeting adjourned to Executive Session to elect Board Officers and confirm appointments of non-voting Board Officers.
5. Board Meeting reconvened and took following **ACTION ITEMS:**
 - A. George moved and Marv seconded election of the 2014 Board Officers including President Melanie Neilson, Vice President Ed Sand and Secretary Esther Peabody. Motion passed unanimously.
 - B. Ed moved and Esther seconded the appointment of Treasurer Mike Hatmaker and Assistant Treasurer Ron Tuxbury. Motion passed unanimously.
6. **HOA #1 Interim General Manager and Director of Operations** reported the newly elected HOA #1 Board Officers are President Paul Fuchs, Vice President Jim Daily, Secretary Jo Ann Ellison and Treasurer Glenn Gage. She confirmed that Jim Daily will continue as liaison to the Villas Board.
7. **PRESIDENT'S REPORT:** (1) Added agenda item J. to approve sending a letter notifying lot 24 owner of impending foreclosure action if the overdue Villas Association maintenance fees and penalties are not paid in full immediately. (2) Asked interested individuals to deliver their checks to Jan Wycoff by 3 p.m.

tomorrow for the Winter Celebration Dinner (currently 42 reservations). (3). Villas Unit 20 Happy Hours will continue to be held the first Thursday of each month in the Agave Lounge with the first 2014 scheduled at 5 p.m. February 6. (4) Asked attendees to verify the accuracy of or to mark desired changes on the draft of the Villas phone list.

8. **TREASURER'S REPORT:**

Mike Hatmaker reported we had a balance of \$146,000 in the bank at the end of November. December financial reports are not yet available. We will be spending \$28,000 in early 2014 to complete the replacement of the remaining three quadrants of the irrigation system. He stated that HOA #1 is changing its computer billing system so our Villas bills may appear in a different format and allow owners to receive on-line billings and possibly to have automatic deductions from our checking accounts.

9. **QUESTIONS REGARDING E-MAILED COMMITTEE REPORTS:**

- A. **Landscaping** – Marvin e-mailed his written report to all Villas owners.
- B. **Maintenance/Painting/Finance** – Ron Tuxbury reported that he worked with Vivian to secure the names of roofing companies that are working with HOA #1 and Ron has asked them for estimates to inspect and repair Villas roofs annually. One bid has been received and the second is due next week.
- C. **Termites/Pests** – Liz Foreman e-mailed her report.
- D. **ALC/Documents/Rules** – George Nersesian & Doris Bickel – No actions to report.
- E. **Social** – Villas Happy Hours will continue to be held at 5 p.m. in the Agave Lounge on the first Thursday of each month except December. Winter Buffet Dinner will be held on Saturday, January 18, 2014 in the RoadRunner Grill. Pot Luck Dinner will be on Saturday, March 15, 2014 in the Activity Center.
- F. Neighborhood Watch – Co-Chairs Phil & Helen Schetky – e-mail reports as needed
- G. **Election Committee** – Dal Foreman e-mailed the report to all Villas owners.

10. **OWNERS COMMENTS/QUESTIONS REGARDING FOLLOWING ACTION ITEMS:** none.

11. **ACTION ITEMS:**

- A. Ed moved and Esther seconded approval of Board Member **George Nersesian** and **Doris Bickel** as Co-Chairs of the ALC/Rules Committee. Motion passed unanimously.
- B. George moved and Ed seconded approval of proposed 2014 Committee Chairs: **Marvin Wycoff**, Landscape Committee Chair; **Ron Tuxbury and Ed Sand** – Maintenance Committee Co-Chairs; **Liz Foreman** – Termite & Pest Committee Chair; **Mike Hatmaker and Ron Tuxbury** – Treasurer/Assistant Treasurer & Finance Committee Co-Chairs; **Britt Northcutt** – Unit Representative; ALC/Rules Co-Chairs Board Member **George Nersesian** and **Doris Bickel**; **Brenda Robertson** – Social Committee Chair; **Dal Foreman** – Elections

Committee Chair; **Helen & Phil Schetky** – Neighborhood Watch Co-Chairs; and **Melanie Neilson** – Website Liaison. Motion passed unanimously.

- C. Ed moved and George seconded approval of Resolution of Recognition, Thanks and Appreciation of 2013 Villas volunteers. Motion passed unanimously.
- D. Marv moved and Ed seconded approval of the **Notice of Annual Meeting** of Owners/Members that is to be mailed to all owners. Motion passed unanimously.
- E. Marv moved and Ed seconded approval of the 2014 Budget. Motion passed unanimously.
- F. Ed moved and George seconded approval of the procedure that Board Meeting Minutes will be approved by Board Members via e-mail within ten (10) days after the edited minutes are sent to them. Thus allowing the minutes to be posted on the Villas website in a timely manner. Motion passed unanimously.
- G. Ed moved and Marv seconded approval of the proposed 2014 Board Meeting dates: **Wednesday, January 8; Monday, February 17** (immediately following Owner's Annual Meeting); **Thursday, March 20 OR April 17; Thursday, August 21 OR September 18; Thursday, November 20** Meet the Candidates Session & Board Meeting (budget review), and if needed **Monday, December 29 to count ballots**. Motion passed unanimously.
- H. George moved and Marv seconded approval of all Villas Owners per phone list as Association Volunteers for insurance purposes. Motion passed unanimously.
- I. No action needed as signatures on bank accounts remain the same for 2014.
- J. George moved and Ed seconded approval for Melanie to send a letter informing the owner of lot 24 to bring the Villas past due account up to date or face Villas Association filing foreclosure proceeding. Motion passed unanimously.

12. **QUESTIONS/COMMENTS FROM AUDIENCE:**

Liz Foreman asked Vivian to state her current HOA #1 title.

13. **ADJOURNMENT:**

Ed moved and George seconded the motion to adjourn. Meeting adjourned at 1:49 p.m.

Esther Peabody, Secretary