

**SaddleBrooke Villas Association No. 20, Inc.**  
**SPECIAL MEETING OF BOARD OF DIRECTORS**  
**Thursday, January 5, 2017**

**MINUTES**

1. **Call to Order** - President Melanie Neilson called the meeting to order at 10:00 a.m.

**Residents Present:** Doris Bickel, Dal & Liz Foreman, Dennis Hill, Ron Tuxbury, Bill & Cathy Howard, Connie & Frank Witkowski, Britt Northcutt, Susan Spaniol, Mike Hatmaker, Jimmie & Melinda Morris, Ed Sand, Jan & Ted Deschamp.

2. **Election Committee Report – Dal Foreman** emailed report to all Villas owners.
  - A. Melanie administered Oath of Office to three newly elected 2017 – 2019 Board Members: Don Ebbeson and re-elected Nancy Horvat and George Nersesian
  - B. Melanie established that a 100% Board Quorum was present – Melanie Neilson, Marvin Wycoff, Don Ebbeson, George Nersesian and Nancy Horvat
3. **Approved Minutes of November 17, 2016 Board Meeting.** George moved and Marvin seconded approval of the minutes. Motion passed unanimously.
4. **Action Items: Election of and Appointments of Board Officers:**
  - A. George moved and Marvin seconded to elect Melanie Neilson, President; Don Ebbeson, Vice President; and Nancy Horvat, Secretary. Motion passed unanimously.
  - B. George moved and Don seconded to confirm the appointments of Mike Hatmaker as Board Treasurer and Ron Tuxbury, Assistant Treasurer (These positions may be but do not have to be elected Board Members). Motion passed unanimously.
5. **Report from HOA One General Manager Vivian Timian** gave a short overview of HOA One 2016 projects and activities. She stated it was a very successful year. She also highlighted major projects to be completed in 2017.
6. **President's Report – Melanie Neilson** reported that four Villas have sold in the last four months and only one is currently available for sale. Two Villas remain in arrears and legal action will be taken jointly with HOA One within the next few months.
7. **Treasurer's Report and Discussion of proposed 2017 Budget – Mike Hatmaker** reported that he and his Finance Committee are finalizing the 2017 Budget and will present it at the Annual Owners Meeting on February 20.
8. **Committee Reports:**
  - A. Landscaping – Chair Marvin Wycoff reported that Primavera Works is continuing to provide Landscaping services for the Villas on a month to month basis. Primavera Works was recommended by HOA One. Marvin is continuing to monitor their work and will discuss with Marco Rubio, HOA One, recommendations regarding future work.
  - B. Maintenance – Chair Ron Tuxbury gave an overview of maintenance projects completed in 2016.
  - C. Termites/Pests – Chair Liz Foreman (emailed reports to all Villas owners)
  - D. Documents/Rules/ALC – Co-Chair Doris Bickel reported that she and Dennis Hill are continuing

to conduct property inspections and that to date everything looks good and is in compliance with our ALC rules.

E. Social – Melanie reported that Unit 20 Happy Hours continue to be held on the third Monday of each month either in the RoadRunner Grill or Patio or in the Agave Lounge depending on which is open at the time. The Winter Celebration Dinner is scheduled 1/21/17 in the RoadRunner Grill and the annual Pot Luck Dinner is scheduled 3/4/17 in the Activity Center.

F. Neighborhood Watch – Chair Cathy Howard – No activity to report

G. Election – Chair Dal Foreman (emailed report to all Villas owners)

H. Website Liaison – Melanie Neilson – No activity to report

I. Unit Rep – Britt Northcutt – Continues to have Unit Rep. Meeting Minutes forwarded to all Villas Owners.

9. Owners Comments/Questions regarding the following Action Items:

10. Action Items:

A. George moved and Marvin seconded approval of 2017 Committee Chairs and Co-Chairs: Marvin Wycoff, Landscape Committee Chair; Ron Tuxbury & Dennis Hill – Maintenance Committee Co-Chairs; Liz Foreman – Termite & Pest Committee Chair; Mike Hatmaker & Ron Tuxbury – Treasurer/Assistant Treasurer & Finance Committee Co-Chairs; Britt Northcutt, Unit Representative; George Nersesian and Doris Bickel – ALC/Rules Co-Chairs (per AZ law one co-chair must be a Board Member); Cathy Howard & Connie Witkowski – Social Committee Co-Chairs; Dal Foreman – Elections Committee Chair; Cathy Howard – Neighborhood Watch Chair; and Melanie Neilson – Website Liaison

B. Marvin moved and George seconded approval of the Resolution of Recognition, Thanks and Appreciation of 2016 volunteers. Motion passed unanimously.

C. George moved and Marvin seconded approval of Notice of Annual Meeting of Owners/Members that is to be mailed by 1/17/2017. Motion passed unanimously.

D. Action delayed until February 20 to approve 2017 Budget

E. George moved and Don seconded approval of all Villas Owners per phone list as Association Volunteers for insurance purposes. Motion passed unanimously.

11. Conference Items/Questions/Comments from Audience – None

12. Adjournment – George moved and Nancy seconded the motion to adjourn. Motion passed unanimously and meeting adjourned at 11:15 a.m.

The Annual Members (Villa Owners) Meeting will be held 9:00 a.m. on Monday, February 20, 2017 in the Coyote North Room (downstairs) in the HOA One Clubhouse. If needed the Board Meeting will be conducted immediately following the Annual Meeting.

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Nancy Horvat, Secretary