

Casa del Cielo Homeowners Minutes

March 20, 2016

Members Present: Barry Bader, Mike Wolfe, Gordon Minier, Vicki Spellman, Hilda Banyon

Others Present: Ralph Balding, Ann Harris, Jeanne Balding, Shirley Ekvall, Dave White

Call to Order: President Bader called the meeting to order at 10:30 a.m.

Motion by Minier, seconded by Wolfe to approve minutes of the February 17, 2016 meeting. **Motion carried.**

Architectural Control – Minutes of the March ACC meeting attached. Minier presented a brief update of the project to develop a policy of backyard gates. The committee developed working criteria and walked the entire community to assess the feasibility of allowing such gates. Chairman Minier described pro's and con's of permitting gates. The committee will bring to the April Board meeting a recommendation for a policy.

Parking Violations – This continues to be a problem. Bader will draft a “second” notice that will include verbiage regarding fines/lien on property. He also reminded that before the Board can escalate a complaint to the level of a fine, there must be documentation of multiple and friendly notices that a resident has ignored. We need to remind residents to formally make a complaint through the CDC website so such documentation will exist. (Ekvall will include in upcoming newsletter).

Jeanne Balding noted that the speaker for the April workday will be the person from the City of Scottsdale that works with Scottsdale police on issues such as noise, pets barking, and parking to bring to medication. Both parties involved must agree to the mediation.

There was discussion regarding the recent attempted break in through a garage. Ekvall will include information regarding this security issue in an upcoming newsletter.

Financial – Board members received financials from Spellman prior to this meeting. Motion by Banyon, seconded by Wolfe to accept the financials as presented. **Motion carried.**

Discussion: A brief discussion regarding “cash reserves” took place. Spellman explained that it is not possible to deduce the cash reserves from the balance sheet but they are more than sufficient to cover future needs. It was noted that a “reserve study” has not been done in quite a while. Bader suggested this is something we should look at during the 2017 budget process in the fall.

Landscape – Balding reported that the drip irrigation project is almost completed. He also reminded us of the continuing problem with Cox repairmen causing damage to our system. Balding and Minier are doing a very good job of keeping an eye out for when Cox is in the neighborhood doing work and monitoring what they are doing. They ask that the community helps to keep an eye out.

March 28th weeds will be sprayed – an email blast will be sent out.

Pool – Wolfe advised that he has received 1 complaint regarding the pool being too cold. When he checked it, the temp was 87 on the pool and 103 on the hot tub. Wolfe asked for approval to make some add'l keys. **Approval granted unanimously.**

Social – Harris reported that the first Saturday morning event was a great success and that last week's pool party had around 40-50 in attendance. The Ladies Luncheon will be March 24th (Pat Good chair). Harris asked if the grill in the kitchen can be disposed of. It was noted the grill has not been used in several years since it was donated. Board agreed to disposal; Minier will handle on Monday morning.

Work Day – Not many projects to be done; if anyone has work around the community that needs to be done, please let Jeanne know.

Nominating – Banyon said she has recruited two members to the Nominating Committee: Bob Bernstein and Sally White. Motion to approve by Spellman, seconded by Wolfe for approval. **Motion carried.**

Bader asked that the Nominating Committee bring a candidate for approval to the Board to replace Vicki Spellman as Board member and Treasurer.

Ad hoc Financial Search Comm – Bader provided an update to the board indicating that the Search Committee prepared RFP's which were sent to several financial services firms and an email blast to the CdC community. To date, we have received 6 responses from property management companies, 1 from CPA firm, 1 from a bookkeeping firm and no one from the CdC community presented a proposal. Prices range from base monthly charge of \$325 - \$800 plus add'l fees. The Search Committee narrowed it down to top 3 and then to #1 which is Ann Michele Couch, CPA. Her fee was the lowest, her references impeccable, and her capabilities as a CPA using Quickbooks would facilitate a seamless transition. Bader asked Board's approval for the committee to move forward, interview Ann Couch, and if satisfied seek an engagement letter. After brief discussion, Spellman moved, Banyon seconded. **Motion carried.**

Bader thanked the Search Committee for spending the hours needed to work through this project very quickly.

Bader and Spellman went through list of items to be handled:

Disclosure Statements – Vicki has a template. Time limit of 10 days to return to Title Company.
Treasurer provides status of dues. *Ann Couch provides this service for \$35/each* Disk – has CC&R's and Bylaws (we charge \$400 fee).

Mail Box at CdC – currently have the pool mail box receive mail for CdC. Will need to have mail picked up timely. *New Treasurer and Mike Wolfe* (Mike has key).

Lists of residents – Vicki will send to Barry and Hilda in Excel format.

Ballots for Annual meeting – *Banyon will handle.*

Extra keys – *given to Mike Wolfe*

Insurance – *Treasurer* . About every 3 yrs check pricing. This was last done 3 yrs ago. (Bader has the current insurance certificate and will forward a copy to Board members).

Procedures and policy for late payments, liens, etc. – *work with Ann Couch, attorney and Treasurer*

Audit – *Vicki Spellman* will follow the 2015 audit through completion – by June 30th.

Paper records – *Treasurer*

Bader advised the board that James Hazelwood of the Carpenter, Hazelwood law firm will be at the April Board meeting to educate the board on its responsibilities, current HOA laws and best practices, and several specific questions the Board has developed. We will move the starting time up to 10:00 a.m. and Atty Hazelwood will speak and answer questions for about an hour.

Next Meeting: April 17, 2016 at 10:00 a.m. (note time change)

Meeting adjourned 12:30

Submitted by: Hilda Banyon, Secretary