

**SONORAN DESERT WILLOW ESTATES**  
Homeowner Association  
Monthly Board of Directors Meeting

**Minutes**

**Location:** National Self Storage Lobby  
7555 S. Houghton Road, Tucson, AZ 85747

**Date & Time:** January 19, 2009, 6:15 PM

**Executive Session**

1. Renter living on Pacific Willow explained the police activity at the home.

**Board Meeting**

The Monthly Meeting called to Order at 6:23 PM

Board Members:

	<u>Position</u>	<u>Present</u>	<u>Absent</u>
Glenn Bohnke	President	x	
Tom Muszynski	Vice President	x	
Sarah Struthers	Treasurer	x	
Bob Rice	Secretary	x	
Ken Moyes	Member at Large	x	

Management Representatives:

Bill Maguire			x
Mike Connoy		x	

**Quorum** — 5 Board Members were present; therefore, a quorum necessary to conduct an official meeting was achieved.

**Report of the Board's Organizational Meeting and 2009 Officer Election**

Report of the meeting of the persons comprising the Board of Directors for CY 2009 for the purpose of electing Officers of the Association for 2009.

Mr. Glen Bohnke was elected to the Office of President of the Association by a vote of 4 - 0; Mr. Bohnke abstaining.

Mr. Tom Muszynski was elected to the Office of Vice President of the Association by a vote of 4 - 0; Mr. Muszynski abstaining.

Mr. Bob Rice was elected to the Office of Secretary of the Association by a vote of 4 - 0; Mr. Rice abstaining.

Ms. Sarah Struthers was elected to the Office of Treasurer of the Association by a vote of 4 - 0; Ms. Struthers abstaining.

## Ratification of Appointments to the Architectural Control Committee for the Association.

At the Annual Meeting of the Membership held on December 15, 2008, Mr. Brian Deevers agreed to serve as Chairman of the ACC for 2009 and Mr. John Ullmann agreed to serve as a Member of the ACC for 2009. The President of the Board of Directors received these agreements and appointed Mr. Deevers and Mr. Ullmann to the ACC contingent on the ratification of the appointments by the Board at its January 2009 meeting. Therefore, **Mr. Moyes** moved to ratify these appointments to the ACC for 2009. The motion was seconded by **Mr. Muszynski** and approved by a vote of 5-0.

## Homeowner Comments (3 minutes per home owner)

1. Cynthia Wallcot reported a stolen vehicle from a residence on Carolina Willow
2. Naomi Miller expressed concerns about speeding and soliciting.
3. Renter living on Pacific Willow explained why the police were called to the home.

[Mike, no action was taken on the following agenda items.]

### ~~Minutes of November 2008 Meeting~~

~~\_\_\_\_\_ moved to approve the minutes of the November, 2008, Monthly Board Meeting. The motion was seconded by \_\_\_\_\_, and approved by a vote of \_\_\_\_\_.~~

### ~~Minutes of December 18, 2008, Emergency Meeting~~

~~\_\_\_\_\_ moved to approve the minutes of the December 18, 2008, Emergency Meeting. The motion was seconded by \_\_\_\_\_, and approved by a vote of \_\_\_\_\_.~~

### ~~Minutes of December 18, 2008, Organizational Meeting~~

~~\_\_\_\_\_ moved to approve the minutes of the December 18, 2008, Organizational Meeting. The motion was seconded by \_\_\_\_\_, and approved by a vote of \_\_\_\_\_.~~

## Treasurer's Report:

1. Financial Status of the Association as of December 31, 2008:

Assets:	Bank Operating Accounts	27,613.12
	Reserve Accounts	<u>12,764.22</u>
	Total Assets	40,377.34
Liabilities:	Prepaid Assessments	3012.39
Reserves:	Reserve Fund	12,764.22
Equity:	Retained Earnings	16,374.91
	Current Year Net Income (Loss)	<u>8,233.51</u>
	Total Liabilities and Equity	40,377.34

Income for the month totaled \$14,597.67; including, \$14,893.88 in owner assessments, and \$90.00 in late fees and interest.

Expenses for the month totaled of \$9,122.49. This amount included \$0 in property taxes, \$941.77 in irrigation water, \$5,209.16 in landscape maintenance costs, \$0 in landscape improvements, \$2,653.56 in management fees, and other miscellaneous costs.

2. Delinquencies Summary:

	<b>November 2008</b>	<b>December 2008</b>
Delinquent Fees, Total	\$7,843.35	\$7,315.35
Over 30 Days	\$ 780.00	\$30.00
Over 60 Days	\$2,951.00	\$705.00
Over 90 Days	\$4,112.35	\$6,580.35

3. Status of Reserve Fund Deposit Plan:

Currently, \$395 is transferred on a monthly basis to the Reserve Fund. For the month of December, the contribution for CY 2008 totaled \$5,080.18 and the total value of the Reserve Fund is \$12,756.53.

**Approval of Treasurer's Report:**

Ken Moyes moved to approve the Treasurer's Report. The motion was seconded by Tom Muszynski, and approved by all.

**President's Report:**

1. Consolidated Board pack by 14 pages.
2. Gift Certificates were purchased to thank National Self Storage for use of their facilities for 2008.
3. Litter stations, golf cart, landscape committee  
Dan Caufield 10549 Black Willow volunteered for the landscape committee.

**Secretary's Report:**

1. Corrected and forwarded Final Minutes of October 2008 Monthly Board Meeting.
2. Prepared Draft and Final Minutes for November 2008 Monthly Board Meeting.
3. Prepared Agenda for December, 2008, Annual Board Meeting.
4. Prepared Draft Minutes for the December, 2008, Annual Board Meeting.
5. Prepared Minutes for December 18, 2008, Emergency Board Meeting
6. Prepared Minutes for December 18, 2008, Organizational Board Meeting
7. Prepared Agenda for January 2009 Monthly Board Meeting.

**Vice President's Report and Landscaping Report**

1. Still working with Norm (landscaper) on leak issues and how to prevent leaks in the future.

**Manager's Report:**

1. Status of delinquencies and violations -- 19 accounts at attorney
2. Status of water leaks and search for cause of leaks -- (See above)
3. Status of Community Management Company adherence to agreement
4. Status of ACC Committee Vote(s)
  - a. Name of Owner making Request --  
 Summary of Modification Request --  
 Report of Vote --  
 Members Voting --
  - b. Ken Moyes motioned ACC chair reports who voted for or against or not voted to the community  
 Mgr. Community Mgr. reports to the Board the vote. Committee chair reports to the Board which members did not vote.

**Deferred Business**

Deferred Business	Deferred At Meeting	Deferred Until
Changes to By-Laws	February 2008	Changes to CC&Rs
Code of Ethics	April 2008	Changes to Bylaws
Review & Approval of List of Work for Loose Litter/Debris Pick-up Position	November 2008	2009
Revisions to Existing CC&Rs	November 2008	2009
Status of Fence along Coyote Willow Trail	November 2008	2009

**Old Business and Deferred Business:**

1. Golf Cart Acquisition --

A motion was made by Ken Moyes for the Association to use funds from the Association's Reserve Account to acquire a used, electric powered golf cart, with applicable charging apparatus, at a cost not to exceed 4,500.00; and equipped in such a manner that a trash barrel can be secured to a rear platform; and to be stored at the facilities of National Self Storage for a fee of not to exceed \$95.00 per month; and to be used by the individual or contractor retained to recover and remove loose litter and debris from the Association's Common Area. The motion was seconded by Tom Muszynski. Amended motion Ken Moyes motioned to have someone locate a golf cart not to exceed 4,500.00 and report back to the board. Seconded by Tom Muszynski and approved by all.

2. Acquisition of insurance and plates for golf cart -- Tabled\*\*
3. Discussion Concerning Loose Litter/Debris Individual or Contractor -- Tabled to the February Meeting

**New Business:**

1. Enforcement of the Association's Management Agreement with ADAM – Association President will work with Mgmt. company to reach an agreement.

Tom Muszynski motioned to authorize Karl Walton prepare taxes and compilation as required by AZ. State law at the same fee ( 150.00) as 2008, Seconded by Bob Rice and approved by all.

Bob Rice motioned to table signs and seconded by Tom Muszynski approved 4-1.

**Adjournment:**

Tom Muszynski moved to adjourn the meeting at 7:50. The motion was seconded by Sarah Struthers and approved by all.