

Dobson Association Inc. Board of Directors Meeting Minutes for May 21, 2020

(Approved at the June 18, 2020 Board Meeting)

Members Present:

President: Allen Johnson
Secretary: Louis Thiele
Treasurer: Stephanie Fee
Member: Joan Long

Member: Mike Snedeker
Member: Chris Diamond
Member: Kathleen Tolar
Member: Liz Durnan

Staff Present:

Executive Director: Lynelle Glysson
Associates Facilities Director: Dennis Melgreen

I. Call to Order

Allen Johnson, President, called the meeting to order at 7:00 p.m. A quorum was established, and no conflict of interest reported. Vice President Ben Smith was not present.

II. President's Comments:

We are continuing to follow Governor Ducey's guidelines related to the Covid-19 as far as safety and social distancing. We are hopeful there will be a light at the end of the tunnel and we do not want to move too quickly. Good news! I signed the 4th Water Management Plan with ADWR to ensure we have a steady supply of water to our lakes for the future. That was a project the committee has been working on for years and we thank them for their hard work. A lot of us have been confined to our homes, not being able to go to work or see anyone. I would like to thank a lot of our residents that have done some cool stuff, pink flamingos in the yard, pandas, sidewalk chalk and the goodwill on social media sites. If I had to choose a place to weather the storm, and had to choose any place to be, I would not have chosen any place but Dobson Ranch because of the people. Thank you to our residents.

III. Minutes Approval:

Motion made by Stephanie Fee and seconded by Kathleen Tolar to approve the minutes for April 30, 2020. **Passed unanimous.**

IV. Executive Director Report:

Lynelle Glysson, Executive Director reported:

Meetings, Facilities and Events: We are starting to slowly open facilities. The staff has gone above and beyond with implementing procedures and staff to be able to handle the elevated maintenance required by the CDC during this pandemic. Sports courts are open, and the pool is open by reservation. We are doing our homework and preparing for the next phase of opening. The team is still getting creative in planning activities for the residents. We will have a "virtual" summer camp and a "virtual" talent show for the kids. I am so proud of the team and how they have adjusted and put in extra time and effort to keep things going with the additional responsibilities that a pandemic present.

Banking: We are working on the onboarding for our new bank. Communication will go out to residents with the new payment method and options. This will ultimately make it easier for residents to pay their assessments.

Projects, Reserve, Capital and Maintenance Staff: The staff has worked extremely hard to get projects moving. The Tennis Courts are well under way. The shade structure at Laguna Park is almost finished and the deferred maintenance is complete and under budget. We have some proposals for the Board to review tonight that will help us move forward with some reserve projects. Master planning has made a recommendation on a master design plan.

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V. Committee Reports

Budget and Finance: Spencer Jarvis reported that the committee met Monday, May 18th in a zoom meeting. We had full committee attendance including our new Treasurer, Stephanie Fee, and were glad to have her there with us. Would like to thank our prior treasurer, Joan Long for her time and service and continued involvement in the committee. During the meeting on Monday, Executive Director and Finance Manager presented the April financials to the committee and we reviewed them in detail. The financials indicate that Dobson Ranch continues to be in a strong financial position with a strong balance sheet and income statement. For the month of April, we had a net income of approximately \$18,000. As we discussed the financial there were clearly some questions as to the pandemic and the impact it is having on the association. We were pleasantly surprised that assessment collections are strong, and we hope this is an indication that all the members are doing well. We did see that other areas of the finances did see some scale backs as programs had to be shut down. Due to the overall scaling back of the economy, the investment accounts have seen lower rate return than they have in the past but, our principal continues to be invested in secured guaranteed investments. The committee would like to unanimously recommend approval of the April financials to the Board of Directors. We did review one project for the Lake 1 water feature. The committee would like to recommend to the Board of Directors that they approve the proposal for fountain materials to be purchased not to exceed \$8395 from Reserve.

Master Planning Committee: Michael Snedeker reported that the committee met on May 15th. Dennis Melgreen and Executive Director also attended. We had recommended an appointment to the committee which we tabled at that time as we were not ready to decide. We had a recap from Dennis on the Deferred Maintenance Program and we went over the Reservice Study covering La Casita Tennis Courts. Capital improvement project approved last year, the Shade Structure at Laguna Park, is completed and really looks nice. We covered the lighting Lake 1 and issue was tabled. Lot of discussion of a lot of things still need to be done before we get any further on that project. Lynelle brought up a Master Plan Design and motion passed for using Collective for the Master Design Plan which will be used to draw our ramadas and all the signage. We had a discussion on the Master Planning Charter and some things brought up in March we wanted to add at this meeting., We proposed that a Chairperson can be a board member since it is not a voting position but, we are waiting for that to go to the Board to decide.

VI. New Business

a. Motion: Replace Fountain on Lake 1

Michael Snedeker made a motion and seconded by Louis Thiele to replace the fountain on Lake 1.

Motion passed unanimously.

b. Motion: Appoint Steve Kandybowicz to the Master Planning Committee

Motion made by Stephanie Fee and seconded by Joan Long to appoint Steve Kandybowicz to the Master Planning Committee. **Motion passed with 7 approved and 1 opposed.**

c. Motion: Lake 1 Lighting

Motion made by Stephanie Fee and seconded by Chris Diamond to approve the engineer's recommendation to go ahead and put this out for bids. **Motion passed unanimously.**

d. Motion: Master Design Plans

Recommended to engage with Collective on the next step toward receiving Master Design Plans. **Passed unanimously.**

e. Motion: Los Altos Restroom Architect Design

Recommended to engage with AAKAII to receive an Architect Design for the Los Altos Restroom. **Passed unanimously.**

f. Motion: Resume in-person meetings

Motion made by Mike Snedeker and seconded by Louie Thiele to hold the meetings on Zoom for one more month and will revisit on a month to month basis. Motion **passed unanimously**.

g. Motion: Charters:

Motion made by Stephanie Fee and seconded by Mike Snedeker to table Charters until next meeting.
Motion **passed unanimously**

VII. Adjournment

With no further discussion, Stephanie Fee made a motion and Allen Johnson seconded to adjourn the meeting.
Meeting was adjourned at 8:30 p.m.