

Dobson Association Inc. Board of Directors Meeting Minutes for December 19, 2019

(Approved at the January 16, 2020 BoD Meeting)

Members Present:

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| President: Sandy Murray | Member: Ben Smith |
| Vice President: Allen Johnson | Member: Stephanie Fee |
| Secretary: Louis Thiele | Member: Mike Snedeker |
| Treasurer: Joan Long | Member: Mike McAfee |

Staff Present:

Executive Director: Lynelle Glysson
Finance Manager: Lisa Morse
Code Compliance Supervisor: Annie Vaugier
Administrative Assistant: Carolyn Burlison

Homeowners and Guests Headcount: 10

I. Call to Order

Sandy Murray, President, called the meeting to order at 7:00 pm, and lead the Pledge of Allegiance. Roll call established a Quorum and no conflict of interest reported.

II. Homeowner Comments

Nate Caine, 1325 W Keats – Concerns about the Tennis Court electrical, Quarterly Statements received in the mail, when people speak and asked questions of the Board, would be nice if they would step up to the microphone -BOD Election – suggested video be taken of the Candidate Forum which takes place half hour before the Board Meeting and put a notice in the RoundUp about it for people who cannot attend the meetings and meet the candidates.

Maren Johnson, 1369 W Kiowa - Requested that some of the committee meetings be rescheduled later in the day instead of early morning.

III. President's Comments:

Sandy Murray commented on the Boat Parade event advising there were 20 or more boats that participated in the event. She also advised that the Board of Directors is very much interested in the homeowner comments but she requested that members come up to the microphone so everyone can hear their comments during discussion. For time constraints, it will be limited to three people if it is a busy topic. She stated there was an Executive Session to review an opinion regarding Amendments that were completed in the 2018 Bylaws that were not in keeping with State Statutes and the Declarations. The tentative plan is to hold a workshop to review and amend and restate the Bylaws and reverse the amendments. This workshop will be held in February, but information will be available in the January Roundup so everyone is aware that we are not changing anything, just cleaning up the Bylaws.

IV. Minutes Approval:

Motion made by Allen Johnson and seconded by Stephanie Fee to approve the November 21, 2019 minutes as presented in the packet. Motion **passed with one abstaining**.

V. Executive Director Report:

Lynelle Glysson, Executive Director, reported we should have all past due violations either closed or escalated by year end which most of them were violations left from prior staff.

Reserve Project: Will have presentation for Marketing and Master Planning Committee for benches, signage and garbage bins at the combined meeting on January 10th.

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Roundup/Website: We have a final Website Design for Marketing to approve. We are in the process of getting our logo and tagline trademarked. The meeting will be January 6th at 8:30 in the Office Conference Room.

Year End: Year-end statements and letters have been mailed. We are now setting goals for 2020 in each department to implement better lines of communication and tracking of projects. Other projects include procedural manuals for each department.

2020 Planning: We are scheduling our 2020 projects and events. We will be meeting with Heredia on January 6th to plan the City of Mesa Breakfast event. We will also be planning the Annual Meeting. The call for candidates is in the RoundUp.

VI. Committee Reports:

a. Budget and Finance Committee:

Spencer Jarvis reported the Committee met this past Monday, December 16th. Review of the Financials presented by Lisa and Lynelle. We had a good month in November, low expenses and net income of \$57,000 for the month of November. Reviewed the financials and the Committee motioned and unanimously approved them. The Committee reviewed three contracts. The 2020 Audit Proposal was recommended to the Board of Directors that we use Butler Hanson for the 2019 Audit not to exceed \$20,000 for Audit and Tax Services. The Committee also reviewed the Annual Election Voting proposal – three were received and we recommended to the Board to approve a contract for Vote Now not to exceed \$12,000 from our Operating Budget. The last proposal was for the Aquatic Consulting and Testing. After review and asking questions, the Committee recommended that the proposal be rejected due to insufficient information. There was an additional member of the community that put forth their name and volunteered to join the committee as they are short staffed.

b. Master Planning Committee: Sandy Murray reported the next normal meeting would be January 3rd but the meeting will be moved to January 10th and will be a combined meeting with Marketing. The Committee will start taking a final look at benches, signage, and trash cans as to how they will handle and have the Board come in and advise if they agree. If anyone is interested that will be at 8:30 on January 10th.

c. Architectural Committee: Louis Thiele reported there were 47 applications totaling \$207,010.00. There were 30 homes sales and (4) Trustee Property Sales, 3 Homes and 1 Condo. CC&R Staff cited 221 new notices in November with 156 closed and 62 escalated past the 21 day limit. Weekend vehicle patrols are now in effect with the new addition of the last full time Inspector to staff.

d. Marketing Committee: Louie Thiele advised the main on-going issue for Marketing is the revision of the Ranch Website. Although the chosen vendor has offered multiple options, we have not been satisfied with most of their design templates. We have considered using Custom Design work but, costs are not reasonable. This week our Communication Manager advised that they have presented a Generic Frame option that may solve our problem. We will have more information next month. Next meeting is January 6, 2020 to review the current state of that redesign.

e. Water Management Committee: Craig Wilson reported they had the Water Conservation meeting on December 2nd. At least 15 members plus several Board members were present. Lynelle introduced our attorney, William Anger, who represents us before ADWR in regard to the master plan development. He is preparing a stipulation that mirrors what we have been doing for the last 3 years which will carry on into the future. His idea is to bring this before ADWR now to get it incorporated into the management plan which will forego all the legal expenses to bring the stipulation in to affect. We expect that to be finalized over the winter and will know by next summer. We brought up the results of the aquatic test presentation and review of the lakes. We are working on the shelves on Lake 8. Lake 7 will not be able to go down and will be postponed until next year.

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- f. **Lake Habitat:** Allen Johnson reported the meeting was held and a quick discussion on the fish stock which was tabled until next month. The Committee is not up against the time constraint as they thought so they have more time to make a determination. The discussion on aeration has been put on the back burner.
- g. **Recreation Committee:** Joan Long reported the meeting was held on December 5. She spoke about the events coming up and the new one, Parents Night Out. The Committee and the Recreation Department provide many well received programs from tennis to daycare to the ice cream social which make Dobson Ranch the best place to live.
- h. **Ad Hoc Committee:** None

VII. Unfinished Business:

- a. **Board Policy:** Tabled

VIII. New Business

- a. **Motion:** **Appoint Board member to Vacant Seat:**
Ben Smith made a motion and was seconded by Allen Johnson to appoint Christopher Diamond for the vacant seat on the Board of Directors. Motion passed **by majority vote.**
- b. **Motion:** **Audit Proposals:**
Stephanie Fee made a motion and was seconded by Joan Long to approve Butler-Hansen to handle the 2019 Audit. Motion passed **unanimously.**
- c. **Motion:** **Electronic Voting Proposals:**
Ben Smith made a motion and seconded by Joan Long to approve the recommendation from the Finance Committee to use Vote Now. Motion passed **unanimously.**
- d. **Motion:** **Lake Study Proposal:**
Allen Johnson made a motion and was seconded by Mike Snedeker to approve the Lake Study Proposal. Motion passed **unanimously.**

IX. Discussion

- a. **Board Appreciations – Executive Director**
Lynelle Glysson, Executive Director, passed out cards and gift cards to the Board of Directors from the residence of Dobson Ranch and the Association in recognition and appreciation for their support during the past year.

X. Adjournment

With no further discussion, Mike Snedeker made the motion to adjourn. Allen Johnson seconded the motion and meeting was adjourned at 7:55 p.m.