

**Veranda at Ventana Homeowners Association  
BOARD OF DIRECTORS MEETING  
July 10, 2019 – 6:00 PM  
Clubhouse – 5751 N Kolb Rd, Tucson, AZ 85750**

**MINUTES**

**I. CALL TO ORDER**

The Board of Directors meeting was called to order at 6:00 p.m.

**Present:** President – Laura Norton  
Vice President – Charles Spain  
Secretary – Dennis Carpenter  
Treasurer – Caron Cappy  
Member at Large – Chip Kuntz (via phone)

**Absent:** All present.

**Management:** Kelsey Beck, Community Manager, and Kim Rubly, Vice President, representing FirstService Residential.

**II. REVIEW AND APPROVAL OF MINUTES**

- **June 19, 2019 Board Meeting**

**A motion was made by Ms. Cappy and seconded by Mr. Kuntz to approve the Board of Directors meeting minutes from June 19, 2019 as presented. Motion carried unanimously.**

**III. OFFICER REPORTS**

**A. President's Report:**

- Ms. Norton would like to have Ms. Beck give a presentation to the homeowner's present.
  - Kelsey Beck, Community Manager: Kelsey is happy to be working with this community. She recently moved here from Missouri. She has been in the community management business for 9 years now; she transferred within FirstService Residential to the Tucson office.
- A proposal was received for the management of the pool; it was sent to the attorney to verify the accuracy of the proposal. A question came up from the Board which was sent to the attorney. There is no conflict of interest since the gentleman to do the work is a renter and not related to the Board.
- Some questions came up regarding whether Robert's Rules of Order were in conjunction with Arizona's Rules of Order with condominiums; they are.

**B. Treasurer's Report:**

- The management fee for June was less than budgeted for due to the lack of a manager.
- There was no security company for the month of June.
- The electrical bill was paid twice in the month of May so there was no cost spent for the month of June.

**IV. JUNE 2019 FINANCIALS**

**A motion was made by Ms. Cappy and seconded by Mr. Spain to approve the financials for June 2019. Motion carried unanimously.**

**V. NEW BUSINESS**

- A. Approve Eliminating Small Late Fees from Financial Report:** The accounts with a substantial amount will be added to the next bill by the new management company.

**A motion was made and seconded to remove any accounts with less than a \$2.00 balance on their accounts. Motion carried unanimously.**

- B. Unit in Receivership:** There is a unit that has been in receivership for many years with an extremely high account balance. A motion was made a while back to have the account removed but it never was removed.

**A motion was made by Ms. Norton and seconded by Ms. Cappy to write off the account with approximately \$16,000.00 from the HOA books. Motion carried unanimously.**

- C. Approve Increase in Charges for Amenities Cards and Car Stickers:** The previous cost to replace the cards and stickers was \$14.99 each. These cards and stickers usually run \$25.00 to \$100.00. The HOA is charging a very low cost for these right now; the HOA is paying \$14.99 but charging homeowner's \$10.00 per card or sticker. The Board believes that \$25.00 is a reasonable price.

**A motion was made by Ms. Norton and seconded by Mr. Spain to increase both the amenity cards and the car stickers to \$25.00. Motion carried unanimously.**

- D. Homeowner Pest Control:** The documents state that the interior of the unit is the homeowner's responsibility. A suggestion was made to leave it to the homeowner's to take care of; homeowner's can schedule appointments with the same company or choose a different one.

**A motion was made by Ms. Norton and seconded by Ms. Cappy to eliminate the scheduling of interior pest control for all units. Motion carried unanimously.**

- E. Architectural Request:** The request was submitted to install tile carpeting along the patio, painting, hanging a television, etc. The CC&Rs state that no carpet is allowed to be installed. The Board agreed that everything except the tile carpeting is approved.

**VI. OLD BUSINESS**

- A. There is no Old Business at this time.**

**VII. NEXT MEETING DATE**

- A. August 14<sup>th</sup>, 2019**

**VIII. CALL TO PUBLIC**

- Water damage was stated as income, one homeowner does not see it in the report.
- Is there an income line for fines?
- A suggestion was made to power wash the pool decks weekly.
- One homeowner sent an email on the community website but has not received a response. It should be updated with the proper contact information.
- One homeowner stated there are pack rats in their neighbor's yard; the company will be in the community tomorrow.

**IX. ADJOURNMENT OF OPEN SESSION**

**With no further business to discuss, the Board of Directors meeting was called to adjourn at 6:34 p.m.**

**SUMMARY OF MOTIONS AND MANAGEMENT ACTION ITEMS**

**MOTIONS:**

A motion was made by Ms. Cappy and seconded by Mr. Kuntz to approve the Board of Directors meeting minutes from June 19, 2019 as presented. Motion carried unanimously.

A motion was made by Ms. Cappy and seconded by Mr. Spain to approve the financials for June 2019. Motion carried unanimously.

A motion was made and seconded to remove any accounts with less than a \$2.00 balance on their accounts. Motion carried unanimously.

A motion was made by Ms. Norton and seconded by Ms. Cappy to write off the account with approximately \$16,000.00 from the HOA books. Motion carried unanimously.

A motion was made by Ms. Norton and seconded by Mr. Spain to increase both the amenity cards and the car stickers to \$25.00. Motion carried unanimously.

A motion was made by Ms. Norton and seconded by Ms. Cappy to eliminate the scheduling of interior pest control for all units. Motion carried unanimously.

With no further business to discuss, the Board of Directors meeting was called to adjourn at 6:34 p.m.