

**MINUTES OF THE BOARD OF DIRECTORS MEETING
GREEN VALLEY VILLAS WEST CONDOMINIUM ASSOCIATION
June 9, 2009**

A regular board meeting of the Board of Directors of Green Valley Villas West Condominium Association was held at First American Title, June 9, 2009, 9:30AM.

Present were Ralph Huesing, Sharon Coustier, Richard Salzetti, Dean Baker and Crystal Powers.

Management was represented by Jeff Summers and Sherry Anderson.

1. Call to order, roll call and establish quorum

The President called the meeting to order at 9:30 AM and announced that a quorum was present.

2. President's Welcome & Comments

The President welcomed those present, thanked homeowners for attending.

3. Minutes

The minutes of the May 19, 2009, Board Meeting Minutes, the May 21, 2009, Special Board Meeting Minutes and the June 3, 2009 Executive Session Board Meeting Minutes were **approved** as written.

4. Treasurer's Report

The report is **approved** as written. The treasurer reported that the Audit was very favorable for the Association and would be receiving a draft soon.

5. Management Report

The manager's report is **approved** as written.

6. Committee Reports

• Architectural – Richard Salzetti

The motion **passed** unanimously to approve architectural applications 1-7 as written, applications 8 & 10 are on-hold and application 9 has been withdrawn.

The motion **passed** unanimously to amend Villas West Specification #14 with the additions of adding #3 to read as follows: All vertical cables runs from the roof to the ground or into building shall be clamped to building so wind will not move cable, #4 to read as follows: Clamps used to secure cables to building shall be painted same color as building (white or color of brick).

• Grounds – Sharon Coustier

The motion **passed** unanimously to approve Grounds applications 1 and denied number 2.

The motion **passed** unanimously that the Board obtain the services of Trees by Tom for the routine trimming of trees and palm trees not to exceed \$5,000.00. The motion **passed** unanimously that the Board consider hiring a trained working landscape supervisor.

- Communications – Ralph Huesing
Ralph commented on the newsletter deadline June 12, 2009.
- Documents – Ralph Huesing
The motion **passed** unanimously the approval of the Villas West Condominium Association Operations Manual, Revised June 9, 2009, and it shall be implemented and begin to be used as an integral vehicle how to effectively manage Villas West effective June 10, 2009. The motion **passed** unanimously to approve sending the Amended and Restated Declaration of Covenants, Conditions and Restrictions for Green Valley Villas West Condominium Association to the attorney for her review and recommendations for changes necessary. The motion **passed** unanimously that upon completion of the Amended and Restated Declaration of Covenants, Conditions and Restrictions for Green Valley Villas West Condominium Association they shall be distributed for their approval under a separate mailing to the Unit Owner's during the fall of 2009. The motion **passed** unanimously the attorney would produce the Ballot for approving the amended CC&R's.
- Budget and Finance – Dean Baker
The motion **passed** unanimously that the Board authorize the Manager to adopt changes in accounting terminology and structure previously presented to him in a detailed schedule format.
- Maintenance – Helene Powers
The motion **passed** unanimously that all utility sheds be enclosed and where needed be built. The motion **passed** unanimously to remove the concrete bench at the North Pena half circle (west side) next to the street for safety reasons. The motion **passed** unanimously to repair and paint all wooden backed benches as needed. The motion **passed** unanimously that all public light fixtures be painted black on common ground.
- Contracts – Ralph Huesing
The motion **passed** unanimously to accept the bid proposal for a greens mower from Horizon for the amount of \$1,954.98. The motion **passed** unanimously to accept the bid proposal from Oasis for the purchase and installation of 15 HVAC units for the amount of \$45,874.30.
- Neighborhood – Richard Salzetti
The motion **passed** unanimously to donate the used pool furniture to the Neighborhood Committee for them to sell.
- Fun-in-the-Sun – Richard Salzetti
No report.
- Special Events – Sharon Coustier
No report.
- Lighting Committee
No report.
- Employee Retirement Plan – Richard Salzetti
The motion **passed** unanimously to cease any further discussion regarding a 401K plan or savings plan at Villas West. The motion **passed** unanimously that a meeting be held by all or some of the Board members with certain Villas West employees to inform them of options available to them to save for their latter years.

8. Unit Owners Input

The motion **passed** unanimously to remove rock and replace with pavers around the bench located at 187 C Paseo Quinta. The motion **passed** unanimously that Richard Salzetti, Architectural Chair, would meet with the Unit Owner at 175 D Paseo Quinta and discuss reasonable accommodations pertaining to a wheel chair ramp.

9. New Business

The motion **passed** unanimously that the treasurer revises the Budget (Forecast). The motion **passed** unanimously that the treasurer would prepare a reimbursement form to be completed by all Board and Committee members requesting reimbursement for out-of-pocket expenditures made in performance of duties on behalf of the Villas West Association. Each completed form shall bear the signature of the person requesting reimbursement and the Board member approving, or initiating, the disbursement. After review and approval by the treasurer, the form shall be subject to approval at a Board meeting. Following this approval, the form will be forwarded to the association office for preparation of the reimbursement check.

10. Other Items as needed

The motion **passed** unanimously that the association would adopt a Strategic Planning Guide for Architectural, Grounds and Maintenance Committees. This will remove the need for committee's to contact the general manager with concerns. The motion **passed** unanimously that Ralph Huesing, President, would be the liaison for all contact with the general manager. Ralph will contact the general manager two (2) times a week when he is out of town. The motion **passed** unanimously to dissolve the Ad-Hoc Audit Committee.

11. Manager's Recap – as stated

12. Adjournment – The meeting was adjourned at 11:45AM.

14. Announcements –

Office Closed – Friday July 3, 2009, Independence Day

Board of Directors Meeting – Tuesday, August 18, 2009, 9:30AM at 1st American Title

Respectfully submitted,
Sherry Walton, Recording Secretary

Sharon Coustier, Secretary

Date