

**MINUTES OF THE BOARD OF DIRECTORS MEETING
GREEN VALLEY VILLAS WEST CONDOMINIUM ASSOCIATION
August 18, 2009**

A regular board meeting of the Board of Directors of Green Valley Villas West Condominium Association was held at First American Title, August 18, 2009, 9:30AM.

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

Absent: Richard Salzetti

Management was represented by Carol Cota and Jessie Gortari

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 June 9, 2009 Board of Directors Meeting; Executive Sessions of June 12, 2009, July 24, 2009, July 28 2009, July 29, 2009, and August 4, 2009 were **approved**. (Motion by Sharon Coustier, Seconded by Dean Baker)

The President explained the purpose and what transpired during each of the executive sessions. (Exhibit I)

4. Treasurer's Report

The report is **approved** as written. The treasurer also reported that the written report will appear in each newsletter. (Exhibit II)

5. President's Report

The President explained the temporary employment of Grant Parker as a consultant to the Board. He presented the "overview" prepared by Grant with comments and recommendations to the Board. He has suggested criteria to follow in the search for a general manager, including advertising, application processing and job descriptions. (Exhibit III)

6. Committee Reports

- Architectural – Ralph Huesing, for Richard Salzetti

The motion **passed** unanimously to approve architectural applications 1-9 as recommended. (Motion by Dean Baker, Seconded by Crystal Powers) (Exhibit IV)

- Grounds – Sharon Coustier

The motion **passed** unanimously to approve Grounds applications 1 and 2 as recommended by the chairperson. (Motion by Crystal Powers, Seconded by Dean Baker) (Exhibit IV)

In addition, Sharon commented on tree trimming by Trees by Tom and the Grounds Keeper under the direction of herself and Joe Frawley. At that time

Sharon made a motion to **rescind the May 19, 2009** moratorium on tree trimming. (Seconded by Crystal Powers) **Motion passed unanimously**

- Communications – Ralph Huesing
Ralph commented that the newsletter will revert to a monthly publication in January, 2010.
- Documents – Ralph Huesing
Again stating from the “overview” by Grant Parker, Ralph explained the need to **rescind the June 9, 2009 motion** to approve the revised operations manual (Motion Ralph Huesing, Seconded by Dean Baker) **Motion passed unanimously**
- Budget and Finance – Dean Baker
No report
- Maintenance – Helene Powers
Recommendations from the committee have been referred to the maintenance crew and many projects have already been completed.

7. Ad Hoc Committees

- Neighborhood – Ralph Huesing
No report
- Fun-in-the Sun – Richard Salzetti
No report
- Special Events – Suzanne Freeman
Thus far there are not very many applications for the November Craft Show. The deadline to apply is October 15. The flu shot clinic will occur in October.
- Lighting Committee – Dean Baker
No report
- Employee Retirement Plan – Richard Salzetti
No report

8. Unit Owners Input

Various comments were made concerning lighting, pool certifications, painting and landscaping concerns.

9. New Business

- The motion **passed** to replace 1 swamp cooler with HVAC at 119 D Quinta under the 50/50 replacement program. (Motion by Sharon Coustier, Seconded by Dean Baker)
- The motion **passed** to replace one HVAC and 2 swamp coolers at 356 A Quinta, 369 B Quinta, 328 B Sarta under the normal maintenance program.
- Purchase of Ice Machine - It has been suggested that an ice machine be purchased for use by the workers. The president appointed Crystal Powers to make recommendations to the Board regarding the purchase.
- Credit Card – The president explained that a new Villas West credit card will be obtained and new procedures and restrictions for use will be put in place.
- Recommendations from Grant Parker – The motion **passed** to employ Grant Parker as a consultant for a period of six weeks for a total of \$2640.00. (Motion by Dean Baker, Seconded by Crystal Powers)
- Documents Committee – The president explained that there is a planned CC&Rs revision with regards to the replacement of hot water heaters. He

also explained that in order to make changes to the CC&Rs a two-thirds majority must agree. There will be a separate mailing to homeowners along with information in the annual meeting packet explaining the need for this addition to the CC&Rs.

- Expense reimbursement – The motion was **passed** to approve the expense reimbursement procedure as presented by the treasurer. (Motion by Dean Baker, Seconded by Crystal Powers) (Exhibit V)

10. Recap – as stated

11. Adjournment – The meeting was adjourned at 11:00AM

12. Announcements –

Office Closed – Monday, September 7, 2009 Labor Day

Fun-in-the-Sun – Thursday, September 10, 2009, 10:00AM **and**

Thursday, October 8, 2009, 10:00AM

Neighborhood Committee Events – September Concert, Wednesday, September 30, 2009, 3:00PM, Penasco Park

Octoberfest Party Friday, October 9, 2009 (time to be announced) Penasco Park

Board of Directors Meeting – Tuesday, October 27, 2009, 9:30AM at 1st American Title

Respectfully submitted,
Jessie Gortari, Recording Secretary

Sharon Coustier, Secretary

Date