

SaddleBrooke HOA #1

Minutes of the Regular Meeting of the Board of Directors
January 26, 2010 – Coyote North/South – 3:00pm

The Regular meeting of the Board of Directors was called to order at 3:00pm with Jack Jeffery presiding as President.

1. Call to Order & Attendance

Directors Present – Ron Aeschliman, Jack Bowers (Vice President), Bob Dalaskey (Vice President), Jo Ann Ellison (Secretary), Jack Jeffery (President), John Pavlak (Treasurer), Kerry Wolfe

Others Present – Scott Devereaux (General Manager), Linda McAlister (Controller), Mary Sims (Recording Secretary)

Directors absent – None

2. Minutes

- a. Mr. Bowers moved, seconded by Mrs. Wolfe to approve the December 15th and January 6th minutes as submitted, and the January 19th minutes as amended.

Motion passes unanimously.

3. Reports

- a. Mr. Jeffery mentioned the Association's progress with regard to the golf renovation program. He reminded residents of the Town Hall meeting, which will be held on Friday, January 29th at 3:00pm in the Vermilion Room to review the proposed renovation work.
- b. Treasurer's Report (attached). Mr. Pavlak thanked Ms. McAlister for her hard work and Mr. Jeffery and Mr. Devereaux concurred. Mr. Devereaux will provide a report on the 2009 financial results at a February Board meeting, including analysis on the sustainability of cost reductions, as well as areas for improvement.
- c. Mr. Devereaux announced that Vivian Timian, the newly hired Director of Operations, will begin work on February 8th. Mr. Devereaux thanked the Search Team for their assistance in the selection process.

Confirmed that the selection of a Golf Course Superintendent is in the final stages, and background verifications have begun.

A contract for the renovation of the Activity Center has been signed, and an established start date will be confirmed on January 29th, with an estimated start

date of February 1st. The project has a 42 calendar day window, with an estimated completion end of March.

Art Fuerstenberg and Frank Brier of the Properties & Roads Committee are finalizing the Fitness Center construction drawings, and a timetable for the project will be presented to the Board shortly. Mr. Devereaux is awaiting proposal regarding architect's and consultant's fees. The new Operations Manager will run the project in-house, no construction manager will be required. The cost estimates came in within the approved budget funds.

The Properties & Roads Committee has been assisting with road work proposals. Mr. La Bar provided his assistance in writing bid specifications, which went out last week. The Bid deadline is February 11th. Board will select contractor(s) at next meeting.

A major road project (SaddleBrooke West) will come up this summer. Robson Communities is negotiating a bulk purchase plan with Sunland Asphalt, which HOA #1 may be able to take advantage of if finalized. Mr. Devereaux has spoken to representatives of Sunland and was told HOA #1 would receive same pricing. Mr. Devereaux should know more in February.

Mr. Bowers requested that the Unit Reps in nearby Units be alerted when construction is to begin and Mr. Devereaux said appropriate announcements would be made.

4. Consent Items

- a. Approve Committee Charter Revisions for Golf, Finance and Properties & Roads Committees.

Mr. Bowers moved, seconded by Mr. Pavlak, to approve the items listed under the Consent Agenda. Motion passes unanimously.

5. Unfinished Business

- a. None.

6. New Business

- a. Action Items - Financial
 - i. Approve the purchase of a Turf Gator for Common Area Maintenance – Replacement Reserve Item

Mr. Devereaux stated that the existing utility cart is inoperable; therefore, the Common Area Maintenance Supervisor is requesting a replacement cart.

Mr. Bowers moved, seconded by Mr. Pavlak, to approve the purchase of a Turfgator from Arizona Machinery for an amount of \$9,408.78. Motion passes (6-0 with Mr. Jeffery abstaining).

- ii. Approve the purchase of a Utility Vehicle for Janitorial – Replacement Reserve Item

The cart has reached its life expectancy and requires replacement; therefore, the Janitorial Supervisor is requesting a replacement cart. This item was budgeted for in the 2010 Replacement Reserve Fund.

Mr. Bowers moved, seconded by Mr. Pavlak, to purchase the 2010 EZ-GO MPT 800 for \$7,256.18 from Coyote Golf Cars LLC. Motion passes (6-0 with Mr. Jeffery abstaining).

Mr. Jeffery asked if there was a policy for wearing seat belts while driving utility vehicles. Mr. Devereaux confirmed that he will review it with the Safety Committee.

- iii. Review the draft SaddleBrooke Golf Course renovation timetable

Mr. Devereaux reviewed the Golf Course renovation timeline (presentation attached).

- iv. Review and possibly approve consulting proposal with Ken Kavanagh for SaddleBrooke Nine Renovations

Mr. Devereaux showed a presentation providing the basis for hiring Ken Kavanagh. He confirmed that this project was not being done by staff because the project is not in their area of expertise, and they will be required to maintain the other courses during construction.

He also explained that competitive bids were not being sought because a contractor needs to be selected promptly and only a limited number of companies perform this type of service. In the past, Ken has provided services for the Association in a successful and professional manner.

Mr. Pavlak moved, seconded by Mr. Bowers, to approve the proposal from Mr. Devereaux to hire Ken Kavanagh to oversee golf course renovations as proposed. Funds not to exceed \$ 21, 950.00 to come from the Replacement Reserve Fund. Motion passes unanimously.

b. Action Items - Other

i. Approve Committee Chairs

Mr. Jeffery reviewed the proposed 2010 Committee Chairpersons. New Committee chairs include: Larry England (ALC), Dave Taylor (Finance), Barbara Hynes (House), Fred Ayer (Rules & Covenants) and Terri Ayer (Unit Representatives) as amended to include Melanie Neilson.

Mr. Aeschliman thanked the ALC for all their hard work.

Mr. Pavlak moved, seconded by Mr. Aeschliman, to approve committee members as proposed. Motion passes unanimously.

ii. Appoint Board Liaisons

Mr. Jeffery discussed the appointment of Board Liaisons.

Mr. Pavlak moved, seconded by Mr. Aeschliman to approve the appointment of Board Liaisons for designated Committees as amended to include Jack Bowers as liaison to Villas Committee. Motion passes unanimously.

iii. Approve appointment of Committee members

Mrs. Wolfe acknowledged and thanked the Committee Chairs and members.

Mrs. Wolfe moved, seconded by Mr. Aeschliman, to accept the committee membership as proposed. Motion passes unanimously.

7. Resident comments

- G. Hammond (Unit 19) – asked if Mr. Devereaux will resume his coffees. Mr. Devereaux confirmed with a yes.
- R. Aeschliman (Unit 11) - Re: Golf: Asked whether a downpour during planting could wash away sprigs and whether insurance against such loss could be obtained. Mr. Devereaux said that no such insurance was available and that the weather would be monitored during planting phase.
- S. Strebig (Unit 5) – requested that the Board proceed as soon as possible to renovate Fitness Center and that there be a town hall regarding Fitness Center.

There being no further business, the meeting was adjourned at 4:36pm by general consent.

Jo Ann Ellison, Secretary

Date