

# Elk Valley Ranch

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## Property Owner's Association

P.O. Box 14198 Tucson, AZ 85732 Phone: (520) 623-2324 Fax: (520) 722-5039

### Approved

Board of Directors Meeting Minutes

Wednesday, March 15, 2017

Platinum Management, Inc.-7225 E Broadway Blvd

The Board of Directors meeting was held for the Elk Valley Ranch Property Owner's Association on March 15, 2017 at the Platinum Management, Inc. office, located in Tucson, AZ. Grace Fernandez represented Platinum Management.

#### **I. Call to Order & Roll Call**

The meeting was called to order at 4:02 pm.

Board members present telephonically:

CJ Hindman-President

James V. Smith-Vice President/Secretary

Michele Clark- Treasurer

Not present:

Kara Granillo-Director

Member- Robert Hoskins was on the line as well.

#### **II. Call to the Public-Open Forum-None**

#### **III. Approval of Minutes of November 21, 2016 Meeting**

**A motion was made and seconded to approve the minutes as presented (Hindman/Smith), motion carried unanimously.**

The approved minutes will be submitted in PDF to Jerry Slatter for uploading onto the website.

#### **IV. Financial Report November, December 2016 and January, February 2017**

**A motion was made and seconded to approve the November, December 2016 and January, February 2017 financials as submitted (Clark/Smith), motion carried unanimously.**

- A. Question arose as to process for the letters being sent to the homeowners in arrears. Are the letters being sent to the correct address? Is Platinum ensuring any returned mail is being researched for new mailing address?

- B. It was explained to the Board that any debt older than 1/1/12 is uncollectable. Per AZ State Statute 12-548 the debt's has a six year limitation. The Board will need to consider \$6920.28 to be written off.
- C. The Board would like the amount of \$6920.28 to be detailed before moving forward.

**Sarah Brady, CFO will address the questions brought forward from the Board.**

**V. Manager's Report**

Grace Fernandez submitted the manager's report. Requested change to the entry of sign installation to be removed. The signs have not yet been installed. The signs are to be installed in the spring.

**VI. Old Business**

- A. **Signs**—CJ has the signs and they will be installed by Ted Newman in the spring.
- B. **Roads**-CJ explained that the road work that was done was to address immediate issues. The goal is to:
  - 1. Routinely keep the roads maintained.
  - 2. Extend additional road maintenance coverage to include ingress and egress that are outside the normal coverage.

Due to the rains it was made apparent that additional work is needed. There were several members, including CJ, who were stuck for hours and several others for days due to the mud. Unit 3 was hardest hit and it was determined that the grade will need to be re-established. This can be accomplished with particular gravel that will stick to the ground and combat the mud. The roads should be drivable through the spring.

Additional information will be passed to the Board in the coming month(s).

- C. **Collections**- Bob Hoskins was appointed to the Board prior to. The discussion commenced after his appointment.

Conversation regarding a member who is in arrears, for roughly \$13K, and requires legal participation has failed to make the required scheduled payments. Brenda Lee is the attorney on this matter. An agreement for payment was reached with the homeowner and a judgement was signed in 2016 but it is unclear if the judgement was filed due to conflicting statements by Brenda Lee.

Sarah Brady, CFO was called into the meeting to offer additional insight to the matter. The accounting office had followed procedure and contacted

Brenda Lee when the payments stopped in October. Brenda Lee was directed to follow through with securing payments by any means. Brenda Lee mentioned that a Sheriff sale is an option for recouping all legal and assessment fees.

**A motion was made and seconded to approve the Sheriff Sale for the full credit bid, to include any additional fees from Brenda Lee. This is approved with the caveat that Brenda Lee, or someone with the knowledge of this procedure, be in attendance as a representative of Elk Valley Ranch POA (Hoskins/Smith), motion carried unanimously.**

## **VII. New Business**

- A. Status of New Board Members-** Robert Haskins has agreed to serve on the Board until the next election. The annual meeting will be held this summer. Bob can submit his name on the ballot if he wishes to continue to serve.

**A motion was made and seconded to appoint Robert “Bob” Hoskins until the next Annual meeting. (Clark/Smith), motion carried unanimously.**

### **B. Other-**

**2017 Annual Meeting-**The annual meeting is tentatively scheduled for July 1. Grace Fernandez mentioned that she had a conflict in schedule. CJ would like the date of July 1 as he will be unavailable from July 2 through the month of August. James Smith is available after June 15 through the rest of July. Grace will research the availability of a meeting space.

**Website-**Jim noticed that the Agenda was not posted on the website with the meeting notice. Grace was not aware of the procedure and will make sure to include the Agenda from this point forward.

**BOD Packets-**The board packets will be e-mailed and a hard copy will also be mailed to the Board.

## **VIII. Next Meeting Date**

The next meeting is scheduled to immediately follow the Annual Meeting.

## **IX. Adjournment**

**There being no further business, a motion was made and seconded to adjourn at 5:13pm pm (Hindman/Smith), motion carried unanimously.**

Recorded and Submitted By:

Grace Fernandez  
For the Elk Valley Ranch POA  
Platinum Management Inc.