

Elk Valley Ranch

Property Owner's Association

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Approved

Board of Directors Meeting Minutes

Tuesday, February 06, 2018

Platinum Management, Inc.-7225 E Broadway Blvd

A Board of Directors meeting was held telephonically for the Elk Valley Ranch Property Owner's Association on February 06, 2018 at the Platinum Management, Inc. office, located in Tucson, AZ. Kathleen Buske, Alisha Smart and Sarah Brady represented Platinum Management.

I. Call to Order & Roll Call

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

BOD members present telephonically:

CJ Hindman-President

James V. Smith-Vice President/Secretary

BOD members absent:

Michele Clark- Treasurer

II. Review and Approval of Minutes of October 16, 2017 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.

III. Review October, November & December 2017 Financial Statements

Budget versus actual – it was noted by CJ Hindman that quite a few people are in collection.

BOD has set a financial goal and have made the homeowner's aware that the goal is to keep a reserve balance of around \$100,000, thus minimizing the need for a special assessment.

A motion was made and seconded to accept the October, November & December 2017 financials as submitted (Hindman/Smith), motion carried unanimously.

IV. Manager's Report

Draft minutes were created from the October 16, 2017 meeting. Communications were made with Accounting, Legal and the BOD regarding collections. Postings were submitted to the webmaster. The October BOD Packet was created and sent to the BOD via e-mail. Agenda and BOD Meeting notice information was sent to the webmaster and posted. Amended and Restated Bylaws passed with homeowner ballot votes. Roads were repaired and worked-on by Perkins Cinders, Inc.

V. Old Business

- A. Bylaw Revision-** The Bylaws were amended and revised. They were approved by a Homeowner ballot vote. The BOD requested guidance from Platinum Management (after the CC&Rs have been reviewed) if the topic should be discussed to again attempt a revision.
- B. Road Work by Perkins Cinders –** The road work report was submitted verbally by Ted Newman to CJ Hindman, BOD President. All the road work has been performed satisfactorily and to contract requirements. It was advised to wait until the summer monsoons are over and then another report will be provided by Ted Newman in the fall of 2018.
- C. Collections Update-**Received collections report from Carpenter Hazelwood which was reviewed over the phone by CJ Hindman. Going forward the BOD would like the collection summary included in all regular BOD Meetings and to keep close communication with Platinum regarding collections. Sarah Brady explained when a homeowner is delinquent in payment and if legal fees accrue, the fees are billed to the homeowner.

Sarah Brady asked legal to track and report amount of fees for service. Sarah stated that the attorney received the e-mail containing this request and will proceed as Sarah Brady has advised. Kathleen Buske confirmed that it is the Attorney's responsibility to track if mortgage and taxes have been paid.

Lot # 74: Lawsuits were served.

Lot # 76: Information was reviewed; will wait for next report.

Lot # 81: BOD inquired if the property tax is up to date. BOD would like guidance on how to proceed with the delinquent amount due.

Lot # 106: The BOD requested the property tax status.

Lots # 207 & 214: Sarah Brady will look into getting an update for these.

Lots # 173 & 216: BOD has advised Platinum to steer owner in right direction.

VI. New Business

A. Annual Meeting-Alisha Smart with Platinum Management will reserve a security guard to be in attendance for 3 hours. Refreshments will also be provided and arranged by Platinum. Current Board members have agreed to run again.

B. Lot 44 ownership position-Confirmed with Brenda Lee ownership.

VII. Next Meeting Date

The next meeting is scheduled for April 28, 2018 to directly follow the Annual Meeting.

VIII. Adjournment

There being no further business the meeting was adjourned at 4:56 pm.

Recorded and Submitted By:

Alisha Smart
Association Manager
For the Elk Valley Ranch POA
Platinum Management Inc.