

Minutes of the
Board of Director's Meeting
Green Valley Resort Homes

November 17, 2018
10:00 AM

GVR West Social Center
Room 2
Green Valley, AZ 85614

Present:

Directors:

Chuck Lamb – President
Jerry Sumrall – Vice President
Dennis Henderson – Secretary/Treasurer
Jeff Erickson – Director
Robert Teichman – by phone

Absent:

None

Management:

John Garen
Joyce Garen

Homeowners:

129 Homeowners present

Call to Order

The meeting was called to order at 10:02 AM and a quorum was present. Agenda was approved as presented.

Approval of Minutes

April 14, 2018 – Board Meeting
April 14, 2018 – Executive Session
October 13, 2018 – Board Meeting

Motion made, seconded and passed with a unanimous vote to approve the minutes of the April 14, 2018 Board Meeting, April 14, 2018 Executive Sessions and the October 13, 2018 Board Meeting as presented.

Financial Report

- October 2018 YTD
Motion made, seconded and approved with a unanimous vote to accept the October YTD 2018 financials as presented. (file copy appended to these original Minutes)

Management Report

Attached

UNFINISHED BUSINESS

- *Associa Management – Start Date*
Associa sent an email to Santa Rita Mgmt asking if the start date could be change from May 1 to March 1, 2019.
Motion made, seconded and approved with a unanimous after further discussion to keep the start date for Associa as May 1, 2019

NEW BUSINESS

- *2019 Budget*
Two (2) proposed budgets were presented. One had no increase in the assessment and the other had an assessment increase of 1.5%.
Motion made, seconded and approved with a unanimous vote after further discussion to approve the 2019 Budget with no increase in assessments. (Note: Copy of both budgets attached to this file copy)
- *Ramada Floor*
John Garen (SRMS) presented to the Board a suggestion of tiling the Ramada floor as the carpet is looking tired and worn in one area. He presented the size and color sample of the tile he is recommending along with the approximate cost of the tile and installation. He said he got a quote on the installation of \$1,900 from Dano's in Tucson plus an additional \$900 to remove the carpet and prime the floor, plus, the cost of the tile. Total cost approximately \$4,500.
Motion made, seconded and approved with a unanimous vote after further discussion to remove the carpet on the Ramada floor and have it tiled.
- *Restroom Door Closers*
John suggested to the Board that door closers be installed on the restroom doors because people are not closing the restroom doors when exiting. Roadrunner Lock and Save in Tucson quoted a price of \$476.50 to put closers on both restroom doors.
Motion made, seconded and approved with a unanimous vote to have Roadrunner Lock & Safe install the closers on the restroom doors at a cost of approximately \$476.50.
- *Pool Sign-in Sheets*
John (SRMS) suggested the Board discontinue having people sign-in when using the pool facility. He stated that in the past he used the data to determine the usage as well as the amount of lounge chairs needed. He also noted that many people did not sign in when using the facility.
Motion made, seconded and approved with a unanimous vote to discontinue the use of signing in when using the pool facility.

MEMBER COMMENTS / CONCERNS

The floor was opened to member comments / concerns. With no comments or concerns requiring action, the floor was closed to Member Comments / Concerns.

Adjournment

With no further business to discuss, a motion was made, seconded and passed with a unanimous vote to adjourn the Board meeting at 11:28 AM.

Next Board Meeting – December 15, 2018

APPROVED

Minutes submitted by Joyce Garen, Santa Rita Management Services
Board Mtg 11-17-18

Date

Green Valley Resort Homes

Operating Budget vs. Actual

November 2018

Account Name	Current Month	YTD Actual	Annual Budget	Remaining
Income:				
Assessments	253.50	183,489.50	184,400.00	910.50
Interest Income (Operating MM)	1.91	35.64	40.00	4.36
Late Fees / Fines		942.00	500.00	-442.00
Pool Key Income	50.00	325.00	40.00	-285.00
Community Enhancement Fee		3,000.00	900.00	-2,100.00
Miscellaneous		0.00		0.00
Total Income	305.41	187,792.14	185,880.00	914.86
Expenses:				
G&A Expenses				
Annual Report (ACC)		10.00	10.00	0.00
Bank Charges		0.00	50.00	50.00
Copies	10.52	120.61	257.00	136.39
GVC Assessments		1,596.00	1,596.00	0.00
Insurance - Liability and D & O		1,826.00	1,900.00	74.00
Legal & Accounting				
Legal Fees	50.00	598.00	950.00	352.00
Accounting Fees		950.00	1,000.00	50.00
Management Fee	1,733.33	19,326.66	21,000.00	1,673.34
Office Supplies			200.00	190.22
Envelopes		0.00		0.00
Paper		9.78		
Postage		0.00	400.00	400.00
Professional Fees				
Rental Fees		670.00	650.00	-20.00
Taxes				
Arizona Income Taxes		50.00	50.00	0.00
Federal Income Taxes		0.00		0.00
Property Taxes		12.68	15.00	2.32
Web Site	17.00	187.00	240.00	53.00
Miscellaneous G&A		92.40	300.00	207.60
<i>Sub Total</i>	<i>1,810.85</i>	<i>25,449.13</i>	<i>28,618.00</i>	<i>3,168.87</i>
Grounds				
Irrigation Repair		0.00	500.00	500.00
Labor		24,355.00	29,000.00	4,645.00
Chemicals		0.00	2,000.00	2,000.00
Landscape Improvements		2,393.00	300.00	-2,093.00
Plant Replacement		238.41	600.00	361.59
Supplies	81.55	127.88	500.00	372.12
Tree Removal & Trimming		2,342.00	1,100.00	-1,242.00
<i>Sub Total</i>	<i>81.55</i>	<i>29,456.29</i>	<i>34,000.00</i>	<i>4,543.71</i>

Green Valley Resort Homes

Operating Budget vs. Actual

November 2018

Account Name	Current Month	YTD Actual	Annual Budget	Remaining
Maintenance				
Backflow Tests		230.00	250.00	20.00
Pest Control		250.00	900.00	650.00
Repairs		2,495.00	3,000.00	-2,376.69
Electrical Work	135.93	1,237.93		
Pressure Valves / Regulators		1,643.76		
Roof Repairs		0.00	500.00	500.00
Sidewalk		0.00	500.00	500.00
Supplies		163.22	500.00	336.78
Trash Removal	1,291.11	7,878.10	9,300.00	1,421.90
Miscellaneous		457.55	600.00	142.45
Skylights		0.00		
<i>Sub Total</i>	1,427.04	14,355.56	15,550.00	1,194.44
Pool and Spa				
Furniture		0.00		
Cleaning Services		200.00	1,200.00	1,000.00
Labor	1,016.71	4,416.71	4,100.00	-316.71
Supplies & Chemicals			2,400.00	593.77
Chemicals	24.99	1,180.33		
Supplies	28.37	625.90		
Licenses		250.00	250.00	0.00
Deck Repair		0.00	1,000.00	1,000.00
Pool Repair		821.32	1,500.00	678.68
Spa Repair		0.00	1,000.00	1,000.00
Utilities (<i>Pool & Spa</i>)				
Electricity	605.75	7,402.81	8,400.00	997.19
Gas	791.00	9,587.18	14,000.00	4,412.82
Sewer	38.40	421.90	600.00	178.10
Telephone	52.68	579.74	600.00	20.26
Water	45.14	644.56	950.00	305.44
<i>Sub Total</i>	2,603.04	26,130.45	36,000.00	9,869.55
Utilities (common area)				
Electricity	423.95	4,881.55	5,700.00	818.45
Irrigation	137.45	1,916.62	2,900.00	983.38
<i>Sub Total</i>	561.40	6,798.17	8,600.00	1,801.83
Total Expenses				
	6,483.88	102,327.64	122,768.00	20,578.40
Reserve Contribution		64,600.00	64,600.00	0.00
From Surplus	0.00	0.00	-1,488.00	-1,488.00
Sub-Total Expenses				
	6,483.88	166,927.64	185,880.00	19,090.40
TOTAL EXPENSES				
	6,483.88	166,927.64	185,880.00	18,952.36

**Green Valley Resort Homes HOA
Account Summaries - November 2018**

Operating

Beginning Balance - <i>Checking</i> - BMO	-4,653.06	
Total Income - BMO - <i>Current Month</i>	19,500.00	
Total Disbursements - BMO - <i>Current Month</i>	8,624.72	
<i>Ending Balance - Ckg - This month</i>		6,222.22

Beginning Balance - <i>Advantage Checking</i> - BMO	60,072.38	
Total Income - BMO - <i>Current Month</i>	333.91	
Total Disbursements - BMO - <i>Current Month</i>	20,291.00	
<i>Ending Balance - Adv Ckg - This month</i>		40,115.29

<i>Total ending balance for all Operating accounts</i>		46,337.51
--	--	------------------

Reserves

Beginning Balance - <i>Money Market</i> - BMO	356,999.00	
Total Income - BMO - <i>Current Month</i>	29.34	
Total Disbursements - BMO - <i>Current Month</i>	1,170.00	
<i>Ending Balance - MM - This month</i>		355,858.34

Beginning Balance - 2 13-month CD's	100,000.00	
Total Income - purchased CD	0.00	
<i>Ending Balance - CD - This month</i>		100,000.00

<i>Total ending balance for all Reserve accounts</i>		455,858.34
--	--	-------------------

Operating

BMO Harris Bank - <i>Checking</i>	6,222.22	
BMO Harris Bank - <i>Advantage Checking</i>	40,115.29	
<i>Total Operating</i>		46,337.51

Reserves

BMO Harris Bank - <i>Money Market</i>	355,858.34	
BMO Harris - CD	100,000.00	
<i>Total Reserves</i>		455,858.34

Total - all accounts		502,195.85
-----------------------------	--	-------------------