

# PRESCOTT SUMMIT PROPERTY OWNERS ASSOCIATION

March 20, 2014

Board meeting was called to order by Leigh Cosby, President at 4:08 PM March 20, 2014.

Board Members present:

Leigh Cosby, President

Ron Wills, V President

Jos Nikula, Treasurer

Linda Wirtanen, Secretary

Not present:

Ron Norfleet, Director

Linda Wirtanen, Secretary presented the minutes of the last meeting and as all had previously received them the reading of the minutes was waived. Ron Wills made the motion to accept the minutes as written, Jos Nikula seconded and the vote was unanimous.

Jos Nikula presented the financials. Linda Wirtanen made the motion to accept the financials, Ron Wills seconded and the vote was unanimous to accept. Jos presented the compilation completed by the CPA firm and will electronically send it to Ron Wills to post on the website. The tax return has been completed and Leigh signed as president and Jos will mail.

Jos Nikula presented a budget to the board anticipated expenses are approximately \$10,000 a year and revenue is approximately \$13,600. She will amortize the annual expenses over the year. We have approximately \$28,000 in cash accounts Jos suggested that we set up a "reserve" account of \$5000.00 for future expenses i.e. – sprinkler system in the common area and asphalt repairs PSPOA roads. This reserve could only be used for major repairs – not operating expenses. Linda Wirtanen made the motion to get 2 CD's totaling \$5000 – one for 6 months and another for 12 months. Leigh seconded the motion and the vote was unanimous. Jos will work on getting the CD's.

The condition of the sprinkler system was brought up and discussed. The original system installed is not correct for the area that it is supposed to keep watered. One of the issues is the size of the line and another is the stations that were set up. Our groundskeeper at this time is having to start each of the stations manually and at times needs to set out sprinklers to water areas not getting water. The motion was made by Leigh to change out the control units so that the watering is automatic. Ron Wills seconded the motion. Leigh, Ron W and Linda voted yes and Jos abstained. Groundskeeper will be advised to change out the units. Further maintenance will be handled as needed. The complete changing of the system will be a larger expense and at that time the reserve funds can be used.

The third mailing for the proposed new governing documents was sent out to get more votes to meet the 75% of votes that we need. We received 2 more votes so far. Leigh asked that Linda divide up the lots that have not voted and give each board member names to call or email to get them to return their ballots.

Website is up and running and has all documents on it that have been submitted to Ron Wills. It was suggested that we put a "quick check" list for particular items in our Bylaws and CC&R's just for a quick reference. The Board will work on getting a list together to post.

Leigh reported that the paperwork to become a Firewise neighborhood is with the Phoenix forester and he should be sending on to the next level. Hopefully we will have Firewise status by this summer. Leigh has taken courses and is now a Certified Community Firewise Assessor.

It was discussed as to how we can get all property owners to get their lots into Firewise condition. Included is a report from Leigh as to how we might get this done.

Jos Nikula motioned that we set aside another \$2500 in a reserve account just for Firewise with the thought of adding to this reserve each year to cover the canyon common area maintenance. Ron Wills seconded and all voted in favor. Jos will work on getting this CD.

A questionnaire for the candidates was presented and discussed and will be emailed to all the candidates for them to complete and return to the board within 1 week for posting on the website. Bios for potential Board members were presented and were approved. The preparation for mailing of bios and ballots will be April 1<sup>st</sup> and will be mailed April 10<sup>th</sup>.

The committee for counting the ballots was discussed and Leigh will ask Jack Haley, Lisa Filer, Iris Green and Alice Burkendorfer if they would do the counting. Ron Wills and Linda Wirtanen will oversee the counting.

Linda Wirtanen advised the board that the residents of lot 12 are parking on the lot across the street in the weeds. Leigh will contact them.

Leigh made the motion to adjourn the meeting at 5:30, Ron Wills seconded, and the vote was unanimous. Meeting was adjourned.