**PRESCOTT SUMMIT PROPERTY OWNERS ASSOCIATION (PSPOA)**

BOD Meeting Minutes for Oct 26, 2019

**BOD Present:**

Ron Norfleet President

Tom Watkins Vice President

Leigh Cosby Treasurer

Praveen Jain Secretary

Peri Shankar Director

**Property Owners Present in addition to BOD:**

Jonathan Conant, Linda Wirtanen, Mike Wirtanen, Penny Wills, Nolan Fletcher, Barbara Norfleet.

Meeting was called to order by Ron Norfleet as of 12:08 PM

Tom Watkins provided paper copies of BOD minutes written by him from Aug 14, 2019 and Sep 13, 2019 to Praveen Jain to rewrite the minutes.

Leigh Cosby provided the financial update. She received the information within the last couple of weeks so did her best to put the numbers together. Ron made a motion to approve the finances, Praveen seconded it and the motion was approved by all present.

Earlier in the day Penny Wills facilitated a retreat for the BOD from ( 9 AM to 11 AM. Main things reviewed were – How to work together, Trust, Communication and talk with each other. All BOD were in agreement that it was useful. Penny will be acting as an advisor to the BOD.

Jos Nikula could not attend the meeting. Ron and Tom presented the Architectural update:

1. Rhonda Dr Progress – Lot 15
2. Green Residence – 95% Done, sits on lot 40 which has a very steep driveway. May be a hazard with winter snow and ice storms
3. Stem wall going up for Lot 104

2 out of 3 lots who were overpaid for Firewise Refunds have returned the money. Ron will contact the 3rd Lot Owner again.

Mike Wirtanen, one of the Homeowner present, suggested that BOD can consider raising the Transfer of Title Fees to a maximum of $400 allowed as an additional source of income instead of raising annual dues.

Discussion happened that Forensic Audit may cost as much as $15000.

Discussion happened that Aspen Landscaping is probably taking care of all the vacant lots even if the lot owner has not paid the required dues for the year to maintain their lot. Ron needs to talk to Aspen to address this gap.

Leigh Cosby based on proposed 2020 Budget made a motion to increase the annual dues by 20% or $28. Tom Watkins seconded; Ron and Peri agreed but Praveen disagreed. Motion passed by majority.

There is no financial committee today but one of the Homeowners namely Linda Wirtanen volunteered to help Leigh with finances as needed.

Tom will check if the Blind Spot on Lot 3 has been addressed – if not he will inform Ron who has the permission to trim the tree/bush as needed.

Tom will check with City of Prescott and Fire Department if the Firelane Sign located beside 1299 Newport Bridge Dr can be removed or not.

Leigh and Praveen will work together on

1. Getting bids from Property management company
2. Comparing the bids from current SC Accounting Firm for 2020

Update will be provided by Jan 2020 meeting

Praveen will visit the offices of Road Tech Paving in Tempe AZ. They had provided a bid to repair the pot hole located on the road that connects Newport Ridge Dr. and Jordin Dr. Ron has tried to reach them but has been unsuccessful in getting them to get the repair done.

Leigh will train Tom to update Firewise Status. Peri volunteered to help Tom for Firewise. Leigh will be the consultant going forward. Tom will look for an additional homeowner/ lot owner.

Jonathan Conant, homeowner present, submitted a Green Card. He raised a question about the Lease Process for Single Family Home in our community. Ron and Tom will look into this matter as needed.

Ron proposed to adjourn the meeting at 2:03 PM and Tom seconded the motion.