

# PRESCOTT SUMMIT PROPERTY OWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING

OCTOBER 16, 2020 -- 1:00 PM TO 2:00 PM

Location: 216 Sheffield Dr. - Prescott, AZ. 86303

### **Board of Directors:**

Ron Norfleet – President

Praveen Jain – Vice President / Treasurer

Ashoke Seth – Secretary

Tom Watkins – Director

Meeting was called to order at 1:02 pm

Roll call – all Directors were present with Ashoke via teleconference.

### **Members present:**

Barbara Norfleet, Leigh Cosby, and Jessie Morgan. .

Motion to approve previous minutes from June 27, 2020 was made by Ron Norfleet and was seconded by Tom Watkins and all directors voted 'aye'.

### **Treasurer's Report:** Praveen Jain

Praveen handed out and discussed the Budget vs. Actuals and Ledger for the quarter ending September 30, 2020.

### **Old Business:**

**Firewise update** - Tom Watkins was to provide a 'punch list' that approved payment to the Department of Corrections Crew after completing the firewise mitigation of owners lots who had paid for that service in 2019 Tom reported that it was not available.

Tom provided a sample letter to selected vacant lot owners to have their properties firewised.earlier this year. Praveen Jain informed everyone that the letter had not been approved by all board members at that time. The new board voted for and approved to not move forward and instead voted to table the issue for a later date.

### **New Business:**

**Architectural update** – Ron reported that the Certificate of Occupancy for 220 Rhonda Dr. has not been given to the Architect of Record, Doug Stroh, nor the Board of Directors. Ron stated that he would check into the matter.

Ron further stated that letters to the owners seeking two (2) candidates to serve on the Architectural Review Committee would be mailed.

Dues for the forth coming year were discussed and it was decided (voted on and approved) to remain at \$172.00.

Ron also advised that the current Board will be serving only 10 months of their 12 month term as outlined in our Bylaws due to the fact.( with the exception of Praveen Jain), the previous Board sought legal advice to

have their 12 month term extended by two (2) months at a cost of \$900.00 to our attorney, Carpenter-Hazelwood. Ron reminded everyone that we, PSPOA, do not have staggered terms for the directors.

A motion was made by Praveen Jain to only mail annual meeting notices. All other board meetings to be posted on our website, prescottsummitpoa.com. It was also suggested that meeting notices would be emailed to those owners who have provided their information. The Board is requesting that owners please provide their email addresses to the board if you would like to receive notices via email as opposed to snail mail. Ron also reminded those present of our Facebook page – Prescott Summit Property Owners Association.

Ron will be seeking three (3) bids to have a metal sign made for our common area located on the corner of Newport Dr. and Oxford Dr. that will read 'Private Property' The sign will be uv coated to prevent fading.

The Board accepted Jessie Morgan's letter to become the new board member to replace Leigh Cosby who had resigned following the June 27, 2020 meeting. The vote was unanimous in approval.. Jessie also volunteered to become our new Secretary as Ashoke Seth had requested that he would prefer for someone to replace him in that position and that he, Ashoke, would move to a director's position.

President Norfleet informed the board of an urgent matter that he had just learned the day before, 10-15-2020, and felt it necessary to call for an Executive Meeting' immediately following adjournment.

#### **Open Board Discussion:**

Leigh officially submitted her letter of resignation. The board accepted and thanked her for her time served. Tom Watkins also resigned from the board. Even though his resignation was verbal the directors accepted and thanked him for his time he had served on the board.

#### **Adjournment:**

A motion was made by Praveen to adjourn the meeting. The motion was seconded by Ron. Jessie and Ashoke voted approval. The meetings was adjourned at 3:36 pm.