

Casa Real Homeowners' Association
Board of Directors Meeting Minutes
Tuesday, May 17, 2022 at 5:30 p.m.
Zoom Virtual Meeting

Present:

Board:		Staff:	
X	Diana Fennie , President	X	Susan Bacis , Pinehurst Manager
X	Judy Skog , Vice President		
X	Pamela Correll , Treasurer		
X	June Holmes , Secretary		Independent Contractor
A	Linda Alfano , Member at Large	X	Joan Groom , Meeting Minutes

Owners:	
Patrick Fennie	Jeanette Huey
Dennis Richards	Diane Knowlton
Jerry Borchardt & Victoria Reynolds	Patrick Mulligan

I. Call to Order

A quorum was established and the meeting was called to order by Diana Fennie at 5:30 p.m.

II. Approval of April 19, 2022 Minutes

A motion was made and seconded (Holmes/Skog) to approve the April 19, 2022 Board Meeting Minutes as amended. Motion passed.

III. Board of Director Reports

President's Report – Diana Fennie

- Diana introduced the Board Members and Officers: Diana Fennie, President; June Holmes, Secretary; Judy Skog just appointed to the Board; Pam Correll, Treasurer. Linda Alfano is away.
- Susan Bacis, new Property Manager, said a little about her history with CR.
- Diana spoke about the workshop meeting and how beneficial it was since there were new board members. It set the foundation for how we wanted to be as a Board. Time was spent on Code of Ethics, Governing Documents, HOA Laws, Board of Director roles and responsibilities. We talked about projects although Diana, Judy and Susan are still familiarizing themselves with the projects.
- Purpose of in-person meetings
 With a new board, it is important to meet face to face, to see body language and expressions. This cultivates trust. Zoom meetings require managing functionality, dealing with connection issues and lead to an inattentive, nonparticipating audience, and "keyboard courage."
- Susan is looking for Hybrid Meeting Solutions for those who want to attend from home. Pinehurst will purchase the necessary equipment.
- Diane Knowlton reported members' concerns about in-person meetings because of COVID and participation. She thinks hybrid meetings would be good.

- Victoria Reynolds commented in-person meetings are important for camaraderie.

Treasurer's Report – Pamela Correll

- Financials as of April 30, 2022
 - Operating Account \$ 28,214.79
 - Reserve Account – Alliance \$ 14,851.72
 - Reserve Account – Pacific Premiere \$ 85,044.72
 - CD – CIT (11/28/22) \$ 17,493.45
 - CD – CIT (04/19/23) \$ 17,868.30
 - Total Reserve Assets \$135,257.78
 - **Total Assets \$163,472.57**

 - Total April Income \$ 16,241.46 \$483.54 negative variance
 - Total April Expenses \$ 14,596.31 \$6,235.72 negative variance
 - Net Income \$ 1,645.43 \$6,719.26 negative variance

 - Reserve units painting- \$13,625 and Colette pool - \$5,282.50
 - There was a payment to homeowner for \$3,174 because homeowner didn't understand payment system and overpaid. So overpayment was refunded.

A motion was made and seconded (Holmes/Skog) to approve the April 2022 financial report. Motion passed.

Architecture Requests

- None

IV. Management Update – Susan Bacis

- Susan was told pool tiles were projected to be laid May 24 or 25, a week later plastering done, then acid wash, with pool opening approximately June 1.
- She spent an hour with Greg Brubaker learning about the property, open space in back.
- Susan asked what controls the lights at the Hawthorne pool that are always on.

V. Old Business

- Vice President Appointment

A motion was made and seconded (Holmes/Correll) to nominate Judy Skog as VP. Motion passed.

- Lamp Posts
 - There is money allotted for lamp posts in 2026, but we can't wait that long. Two lamp posts need lights, but one pole is not secure. Although it's not in the budget, it needs to be done. Third post was hit and needs to be replaced.
 - Susan reported total cost per lamp post is \$300: \$100 for post and \$200 for work.

- Pam would like to find a place to buy posts in bulk. June reported Lowe's will give discount price to HOA.
- There were suggestions about homeowners contributing to the cost or getting rid of lights. Some homeowners feel they add to the charm of the community and eliminating them would encourage crime.
- Board agreed to replace the 3 lamp posts that are most in need of repair. Susan will contact Greg.

VI. New Business

▪ Committees

- We need landscape, architectural, website, newsletter, and pool committees.
 - Judy reported we are paying Cherry Landscaping \$52,000 a year and recommends their schedule be adjusted to focus the majority of their time to several times per week, 3 months/year as follows:
 - April
 - July or August (after monsoons)
 - September
 - November or December
- This would free up money for other highly needed projects without compromising the look and beauty of the community.

A motion made and seconded (Correll/Skog) to discontinue spraying. Motion passed.

A motion made and seconded (Skog/Correll) to readjust landscaping schedule to three months a year. Motion passed.

- Susan will send community email asking for volunteers for pool and architectural committees.
- Susan will give Cherry Landscape 30 days' notice.
- Landscape Committee will consist of Judy Skog, Pam Correll and Patrick Mulligan.

▪ Lamp Posts

- See old business

▪ Landscape

- See above.

▪ Newsletter

- Pam will head up the newsletter.

▪ Security

A motion was made and seconded (Fennie/Holmes) to not install new security cameras. Motion passed.

- Judy suggested we install solar powered motion sensitive lights that look like a camera at both pools. Further discussion tabled until next meeting.

▪ Pool Checks

- Shari Huffman has been checking chemical levels. She would like someone to take over for her. Board will look for volunteers.
- Website
 - Diana is working with someone on the framework for the website and will have something to show by the next meeting. She will initially manage it.

VII. Homeowner Q&A

- Diane Knowlton questioned why there are violation letters for weeds when the landscapers are responsible for pulling weeds.
- Patrick Mulligan asked who is in charge of the wash and tree maintenance within a yard. Diana responded anything inside the property wall is owner's responsibility. If it's encroaching upon common area, it is a violation.
- There was a question about the common area next to Fry's.

VIII. Future Meetings

- Tuesday, June 21, 2022 Meeting at 5:30 PM

IX. Adjournment

- **There being no further items of business, a motion was made and seconded (Holmes/Skog) to adjourn meeting at 6:48 p.m.**

Casa Real Board Members

	Term Ends	Phone	Cell	Email
Diana Fennie , President	2024			
Judy Skog , Vice President	2023			
June Holmes , Secretary	2024			
Pamela Correll , Treasurer	2024			
Linda Alfano , Director	2025			
Susan Bacis , Pinehurst Properties		298-2146		Susan@pinehurstproperties.net