
Casa Real Homeowners' Association
Board of Directors Meeting Minutes
Tuesday, November 21, 2023 at 5:30 p.m.
East Side City Hall

Present:

Board:		Staff:	
X	Judy Skog , President	X	Sue Logan , Pinehurst Manager
X	Brian Kahn , Vice President		
A	Pamela Correll , Treasurer		
X	June Holmes , Secretary		Independent Contractor
X	Cliff Leet , Security Manager	X	Joan Groom , Meeting Minutes

Owners:	
Jerrold Borchardt, Lot 112	Dennis Richards, Lot 89
Eileen Leet, Lot 179	Marcia Burney, Lot 182
Barb Kahn, Lot 176	

I. Call to Order

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

II. Approval of Meeting Minutes

A motion was made and seconded (Holmes/Kahn) to approve Meeting Minutes from September 19, 2023 as presented. Motion passed.

III. Board of Director Reports

President's Report – Judy Skog

- No reported

Treasurer's Report – Pamela Correll

- Financials as of October 31, 2023

Operating Account	\$ 32,878.45
Reserve Account – Alliance	\$ 39,091.51
Reserve Account – Pacific Premiere	\$ 70,675.34
CD – CIT (06/08/24)	\$ 18,045.20
CD – CIT (05/01/24)	\$ 18,251.53
Total Reserve Assets	\$146,063.58
Total Assets	\$178,942.03

Total October Income	\$18,924.87	
		\$2,354.87 positive variance
Total October Expense	\$ 24,521.58	
		\$12,235.23 negative variance
Net Income	\$(5,596.71)	
		\$9,880.36 negative variance

Brian asked what expenses need to be approved. Sue explained that the budget is a guideline and normal expenses will automatically be processed. Unexpected items are brought to the Board for approval.

A motion was made and seconded (Kahn/Holmes) to approve the 2024 budget. Motion passed.

IV. Committee Reports

- Landscaping – *Judy Skog*
 - Judy reported two trees from Trees for Tucson costing \$10 each have been planted by landscapers for \$35 each. Residents have the option of purchasing trees there, including larger ones for \$20, although all trees need to be approved.
 - June inquired if she needs permission to plant a tree by her back patio wall and the answer was yes because it's common area.
 - Judy wanted to clarify that after the landscapers are done, the Board walks the area. Cliff and Brian are taking 4th & Baker, Judy is taking 3rd, and Pam is taking Rosewood and Hawthorne. A report doesn't need to be made unless some branches are left behind.
 - Resident reported only half of Baker was done. Sue will contact landscapers.
 - June inquired about replacing another lamp post. Sue said \$275 has been paid for lamp posts this year.

- Pools/Tennis Courts – *Judy Skog*
 - WiFi is up and running at the Hawthorne Pool. There will be a QR Code to scan for access to the WiFi. Cost is \$72 a month.
 - Judy will research a tablet to monitor the security cameras.

- Architecture
 - Request for new black light in front and to paint the door navy blue.

A motion was made and seconded (Skog/Holmes) to accept the black light request and deny the navy blue door request. Motion passed.

- Security – *Cliff Leet*
 - Cliff has done periodic checks, but there hasn't been any activity.

VIII. Old Business

- Tree & Shrub Replacement Update
 - Brian asked about follow-up from previous meeting on owners questions regarding planting. Judy responded one was taken care of, but a request has not been received for the other.

- Fall Community Potluck Update
 - Judy thanked all the ladies who worked on the pot luck. 35 people attended the event.

IX. New Business

- Dues Increase of \$10 to take effect January 1, 2024 – *Judy Skog*
 - Judy reminded everyone there will be a dues increase of \$10 beginning January 1, 2024.
- Safe walking path from 4th Street to pool
 - Brian asked what Board wanted to do for more safety to walk from Baker St. and 4th Street to the Colette pool. He suggested eliminating the rocks and making it a path. Sue will ask Francisco to take a look.
 - Cliff brought up parking on the street, which is prohibited in the CC&R's. But they are city streets, which allow parking. Sue reported community would need to vote by June 2025 on whether to enforce the CC&R's, which will need 75% owner approval. Management will send information explaining the issue and process to homeowners.
- Insurance Policy Company, not Board approved change
 - Brian questioned insurance process. Judy explained notice was given late and the insurance was about to lapse, so it was renewed although company has changed. She has noted on her calendar it is due in September. Sue said late notice is the broker's fault. She is happy with the new company.
- Weekly update to Board members
 - With the switch to every 2 month meetings, Brian doesn't know what's going on in the interim and would like to be informed. Sue reported calls to the office that can be handled over the phone are taken care of by office personnel. Sue takes care of issues that need her attention. She will blind copy the Board on emails sent to Judy.
- Annual Meeting – January 16, 2024
 - Voting will be electronic via Election Buddy. Sue will send out bios of nominees and everyone in the community will have the opportunity to vote. Following the Annual Meeting, there will be an organizational meeting to decide Board officers.
- Website
 - Hosting for year is \$420 or you can pay \$38 monthly, which is a good price.

A motion was made and seconded (Kahn/Skog) to approve payment of \$420 for yearly hosting of website. Motion passed.

- Palm trees
 - Price to trim is \$3,375, same as last year.
- L&M painting
 - Cost to paint 18 townhomes is \$53,000.
- June would like to resume Zoom meetings
 - She thinks it would be better for disabled people and is at an inconvenient time for working people.

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- Sue explained the process for attending a zoom meeting and the way in which homeowners can comment during the meeting. Pinehurst is not doing hybrid meetings anymore as they are complicated.
- Judy prefers waiting until January Annual Meeting to make a decision on Zoom meetings. She wants the Annual Meeting to be in-person.
- June suggested a holiday contest.
 - Sue recounted a letter sent by homeowner the last time a holiday contest was suggested stating he was against his money being used for prizes.
 - Judy commented it is difficult having a contest for a holiday not everyone observes.

Homeowner Q&A

- Jerry reported street light on end of 3rd Street is intermittent. Sue will take care of it.
- Marcia thinks Zoom meetings are an excellent idea as they help people feel part of the community and more people attended meetings when they were via Zoom.
- There was a question about how the website be changed and Judy explained the new host will switch it from Diana's account to his account, make corrections and updates.
- Jerry asked if there WiFi at the Colette pool and Judy replied no.

VIII. Next HOA Board Meeting

Annual Meeting, January 16, 2024 Meeting at 5:30 PM

IX. Adjournment

- **There being no further items of business, the meeting was adjourned at 6:27 p.m.**

Casa Real Board Members

	Term Ends	Phone	Cell	Email
Judy Skog , President	2025			
Brian Kahn , Vice President	2025			
June Holmes , Secretary	2024			
Pamela Correll , Treasurer	2024			
Clifford Leet , Security Manager	2024			
Sue Logan , Pinehurst Properties		298-2146		Sue@pinehurstproperties.net