

# Casas Adobes Terrace Homeowners Association

## Board of Directors Meeting Minutes

Christ the King Church – Upstairs – 2800 W Ina Road

September 23, 2021

As approved on January 27, 2022

**Present:** Rich Baumann, Amelia Cruz and Howard Buehler. Also present was Community Director Heather Donlan and Community Manager James Buttke representing Associa Arizona.

**Absent:** All Present

**Homeowners:**

### Call to Order/Adoption of Agenda

The meeting was called to order at 6:28 p.m.

### Homeowner Forum

- The Homeowner from lot 118 was present to request reconsideration of fines issued for unapproved emergency roof repairs. The Homeowner was notified the fines were issued due to the fact the repairs were made prior to ACC approval. An ACC application has been received as well as approved by the ACC. The Board reported the fascia remains unpainted. The Homeowner plans to repaint the entire home and will submit an ACC form prior.

***A motion was made and seconded to waive the fine issued if the exterior painting, which includes the fascia painting, has been completed in within 30 days. The motion passed with a unanimous vote.***

### CC&R Compliance

- The Homeowners from lot 98 and lot 99 were not present.

### Approval of Meeting Minutes

***A motion to approve the July 22, 2021 meeting minutes as amended was made, seconded and passed with a unanimous vote.***

***A motion to adopt the August 3, 2021 ACC approved meeting minutes was made, seconded, and passed with a unanimous vote.***

### Financials

- The Board was provided with the July 2021 and August 2021 financials.
- As of August 31, 2021, operating funds totaled \$59,418.15 and reserve funds totaled \$70,029.05 including investments.
- A copy of the financials will be posted to Town Sq.
- Management was directed to waive account balance with a total amount of less than \$10.

***A motion was made to move \$5,000 from the operating account to the reserve account to complete the annual reserve contribution, seconded, and passed with a unanimous vote.***

***The July 2021 and August 2021 financials were accepted as presented.***

# Casas Adobes Terrace Homeowners Association

## Board of Directors Meeting Minutes

Christ the King Church – Upstairs – 2800 W Ina Road

September 23, 2021

As approved on January 27, 2022

### Officers, Committee, and Management Reports

#### Officers/Board member Report

- There was no updated report given

#### ACC

- The meeting minutes from August 3, 2021 were adopted.

#### Landscape

- No report given

#### Web-site

- The web-site continues to be updated regularly.

#### Management Report

- The Board was provided with a current management report which documented the management activity since the last meeting. There were no questions.

### Old Business

#### 2022 Budget

- The Board was provided with a drafted 2022 budget, which included a potential increase to assessments.
- Management is requesting an increase to the current management fees.
- The Board will continue to review to make the determination if the increase is necessary.

### New Business

#### Review and approve Associa Arizona's Exhibit A

- The Board was provided with the 2022 Exhibit A.
- The Board requested the amount charges for the auditor's assistant remain at \$95.
- The Board requested the amount charged for postage remain at the actual rate charged to Associa Arizona plus 5%.
- Management has agreed to allow the Board to determine the amount charged for office supplies, originally charged at a rate of \$2.50 per home.
- Delinquency notices remain at \$10, \$15, and \$25.

### Next Board Meeting – Thursday December 16, 2021

*With no further business to discuss, a motion to adjourn the meeting at 8:22 p.m was made, seconded, and passed with a unanimous vote.*

Respectfully submitted by  
Heather Donlan, CMCA, AMS, Associa Community Director for Casas Adobes Terrace HOA