

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Upstairs – 2800 W Ina Road

January 28, 2021

As Approved on March 25, 2021

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

Absent: All Present

Homeowners: Joe Fernandez

Call to Order/Adoption of Agenda

The meeting was called to order at 6:30 p.m.

CC&R Compliance

- There were no outstanding compliance items that needed to be addressed.

Approval of Meeting Minutes

A motion to approve the December 16, 2020 meeting minutes as amended was made, seconded and passed with a unanimous vote.

A motion to adopt the December 1, 2020 ACC approved meeting minutes was made, seconded, and passed with a unanimous vote.

Financials

- The Board was provided with the December 2020 financials.
- As of December 31, 2020 operating funds totaled \$52,375.83 and reserve funds totaled \$69,754.15.
- It has been confirmed the association files taxes as a "C" corp. This requires the state and federal tax returns to be due by April 15th.
- Delinquencies were discussed.

A motion to approve the December 2020 financials as presented was made, seconded, and passed with a unanimous vote.

Officers, Committee, and Management Reports

Officers/Board member Report

- The Board discussed the section of the CC&R's that states the association does not need to issue a refund to a Homeowner. A majority of the Board felt this section referenced a refund for the remaining assessment period once a home transfer ownership and not if a Homeowner overpays their current assessment and requests a refund. An additional review may be necessary.
- The Board may consider charging an administrative fee when a refund is requested for the overpayment of an assessment.
- Legal opinion was presented that clarified, the agenda can be modified at the meeting.

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ACC

- The meeting minutes from December 1, 2020 were adopted.

Landscape

- No updated report was given

Website

- The current website is hosted through Yahoo. In March, Yahoo will no longer support the software tool utilized to make needed updates.
- The Board may need to consider hiring a web master to reformat the current code.
- Additional options will be reviewed.

Management Report

- The Board was provided with a current management report that documented all current management activity.
- The 2021 Exhibit A was presented which documents additional fees which are not included in the current management contract.

Old Business

Finalize 2021 Key Dates

- The Board was provided with an updated 2021 Key Date which included the updated due date of the Federal & State tax return as April 15th.
- No further corrections were discussed.

A motion to accept the 2021 Key Dates as presented was made, seconded, and passed with a unanimous vote.

New Business

AZ House Bills Potentially revising ARS 33-1808 Flags & Signs

- The Board was provided with 2 revision to ARS 33-1808 that are currently under consideration by the Arizona state legislature.
- The Board discussed concerns with the vagueness of each revision.
- Howard Buehler will work with attorneys Jason Smith and Mike Shupe to submit concerns.

Next Meeting – Thursday March 25, 2021

With no further business to discuss, a motion to adjourn the meeting at 7:39 p.m was made, seconded, and passed with a unanimous vote.

Respectfully submitted by
Heather Donlan, CMCA, AMS

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Community Director

For Casas Adobes Terrace HOA