

**SCOTTSDALE RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING
October 27, 2020**

Held virtually via Zoom
Scottsdale Ranch Community Association
10585 N. 100th Street, Scottsdale, AZ 85258

Members

Present:	Matt Metz	President
	Michele Holzman	Vice President
	Nina Munson	Secretary
	Barbara Sarwar	Treasurer
	Alex Darroodi	Director
	Joe Dawson	Director
	Mark Shimelonis	Director

Members Absent: None

Staff Present:	Kathe Barnes	Executive Director
	Sonja Perez	Homeowner Liaison

Others Present:

Pete Klute	10317 E. Cinnabar Ave.
Paul MacDougall	10080 E. Mtnview Lake Dr. #166

Call to Order: Matt Metz called the open meeting to order at 4:30 p.m. and called the roll of the Directors. A quorum of Directors was present.

Approval of Minutes: **MOTION:** It was moved and seconded to approve the minutes of the September 22, 2020 open session meeting. Motion passed.

MOTION: It was moved and seconded to approve the minutes of the September 22, 2020 executive session meeting. Motion passed

President's Report: Matt Metz discussed a project he and Kathe were working on to put together a book of information that would include the Continuity Plan, the Annual Administrative Schedule, Executive Director contract and other pertinent information related to that position.

Additionally, Matt stressed the importance of studying the Board packet before each meeting and take time to go into the community and review items if needed. Kathe stated that if a Board member is out of town, to contact staff for assistance.

ACTION ITEMS:

Architectural: **Architectural Appeal** – **Account 106-0083**, Submittal #306988 Windows
MOTION: After review and discussion, it was moved and seconded to uphold the Architectural Committee's decision to deny the submittal. Motion passed.

Awning Rules

MOTION: It was moved and seconded to accept the corrected version.(Exhibit “A”). Motion passed.

Finance:

September 2020 Financial

MOTION: It was moved and seconded to accept the September 2020 financials as presented and file for audit. Motion passed.

Communications:

Homeowner Portal and Mobile Application

Nina Munson and Kathe Barnes discussed implementing a homeowner portal and a mobile app for resident use. Contact was made with SRCA’s current association software company, eUnify. They can implement the portal and the mobile application with no additional charge as those options are in the current software package. The Board concurred that staff move forward with this option.

(Alex Darroodi left the meeting.)

Committees:

Architectural Committee Charter

MOTION: It was moved and seconded to accept the committee charter as submitted and approved by the architectural committee (Exhibit “B”). Motion passed.

Personnel Committee Charter

MOTION: It was moved and seconded to accept the committee charter as submitted and approved by the personnel committee (Exhibit “C”). Motion passed. Mark Shimelonis abstained.

Committee Charter Revisions

MOTION: It was moved and seconded to eliminate paragraph 16 on page 4, regarding term limits and the modification to paragraph 4 on page 4 to state, quorum of committees to be three or a majority of members (Exhibit “D”). Motion passed.

**Management
Operations:**

Lake Boulder Relocation Update

At this time, SRCA is waiting for the approval of the street closure plan submitted to the City of Scottsdale. Once the approval is received, pricing will be provided. The anticipated start date is the week of November 9, 2020.

Holiday Lighting and Décor Timeframe

MOTION: It was motioned and seconded to allow for the year 2020 winter holiday season to allow lighting and decorations to be displayed beginning November 21, 2020. Motion passed.

Board Training

MOTION: It was motioned and seconded to schedule, in the next 4 to 6 weeks, a one-hour training seminar with Lynn Krupnik for a discussion regarding HOA law and fair housing which would then qualify for the mandatory board training per the Bylaws Motion passed.

SRCA Reopening Update

Kathe discussed offering the annual holiday boat rides and the difficulty in

maintaining social distancing to keep everyone safe. The Board agreed to cancel the holiday boat rides for the safety of residents and staff. Reopening will continue to be re-evaluated each month.

**Committee
Reports:**

Architectural – Michele Holzman reported the committee remains busy with 5 to 8 submittals for review per meeting on top of staff approvals.

Social – Nina Munson stated the committee has been discussing alternatives in lieu of in person events due to Covid-19. Residents on the lake have coordinated boat parades for upcoming special days such as Halloween, Veteran’s Day and Holiday boat parade. The committee is also sourcing multiple lighting / decoration companies to decorate the exterior of the office/community center and trees in the SRCA parking lot for residents to drive through the parking lot to view the decorations. This event will incorporate the ability for residents to donate items to Vista del Camino. Flags will also be placed around the community on Veteran’s Day.

Community Leadership Group – Matt Metz stated the zoom seminar with SRCA’s attorney and insurance broker to discuss Covid-19 and the impact on communities was very informative.

Finance – Barbara Sarwar reported the committee is looking at a new accounting firm to work with the homeowner portal so residents will have the ability to access their SRCA account information.

Communications – Nina Munson stated the committee has been working on the updating of the SRCA video for the website and marketing purposes.

**New
Business:**

No new business

Adjournment:

MOTION: It was moved and seconded to adjourn the meeting at 5:34 p.m. Motion passed. The board went into Executive Session to review advice from legal counsel and personnel matters.