

ABEVA BOARD OF DIRECTORS MEETING

Arizona Biltmore Estates Village Association Office
2525 E. Arizona Biltmore Circle D-145 Phoenix, AZ 85016
May 19, 2014

BOARD MEMBERS PRESENT: Michael Braden, George King, John Chilcott, Michael Leeman, Rebecca Heath, Mark Monserez, Judith Shafkind, and Jim Bell

BOARD MEMBERS ABSENT: David Damron

Management Present – Carol Jones

- I. Call to Order** – The Board of Directors meeting was called to order at 5:30 pm by Board President Jim Bell.
- II. Approval of Minutes** – A motion was made by George King to accept the April 21, 2014 Board of Directors meeting minutes with some misspellings noted. The motion was seconded by Michael Braden and carried by majority vote of the Board. Judith Shafkind and Mark Monserez abstained.
- III. Financials** – A motion was made by Judith Shafkind to approve the year to date cumulative financial reports through April 2014 as submitted. The motion was seconded by Mark Monserez and carried unanimously by the Board.
- IV. Management Report** - Manager Carol Jones reviewed the following details of her management report with the Board:
 - Income and Expenses - Carol noted that Securitas has not invoiced ABEVA for gasoline since October 2013. Judith requested that Carol contact the vendor to obtain the balance owed on the account to be paid.
 - Banking – Carol presented the Board with the recommendation that ABEVA switch to Phoenix Metro Bank. A motion was made by Mark Monserez to move all of ABEVA’s funds to Phoenix Metro Bank. The motion was seconded by Rebecca Heath. The Board then discussed the benefits of banking with Phoenix Metro and Mike Leeman asked if the institution is a state chartered bank. Carol replied that Phoenix Metro Bank is a state chartered bank and the option to purchase additional insurance above the FDIC limit is available.
 - Storage – Carol thanked John Chilcott for his assistance in completing the storage facility clean up and reported that the cost savings for future storage services will be \$252 per year.
 - Street Maintenance – PMIS is the vendor who has performed pavement consulting in the past for ABEVA. Mike Leeman asked if PMIS has a street maintenance schedule and Carol responded that the maintenance schedule has not been updated since PMIS did a study in 2004. Mike Leeman reported that former ABEVA Board President Jay Swart did not have any of the missing binders on road maintenance. The matter was tabled to allow Judith Shafkind time to research her sub-associations records to see if they have any agreement on file as a starting point. Jim Bell agreed to ask attorney Scott Carpenter as well.
 - Website –Carol recommended we switch web hosting from AtHomeNet to Go Daddy with JWF as Web Master based on past experience with this

Approved at 06/16/2014 Board Meeting

vendor. A test website has been available for Board review. A motion was made by George King to accept the 05/09/14 proposal from JFW for web services. The motion was seconded by Judith Shafkind. A discussion ensued and the Board compared the previous service level to that which JFW is will provide. Michael Braden expressed concern with the new vendor citing Meridian's webpage as an example for AEBVA to consider versus what is currently being provided in terms of content and layout. The motion was carried by majority vote of the Board with one opposed vote by Michael Braden.

- TOPS – Carol noted that she has archived records and updated codes allowing the system to operate more efficiently. This will also allow the accountant to reconcile within the TOPS system for the first time since the software was implemented.
- Grandfathered lots – Thank you letters have been sent to all grandfathered properties that have paid their ABEVA dues.
- Signs and copper top on monument – Two bump signs were repaired by Budget signs. Budget signs also repaired the copper top on the monument sign at Colter Street free of charge.

V. Security – The following matters were reviewed by Carol and the Board:

- Security post orders – Mark Monserez spoke on behalf of the Legal Committee regarding the ongoing review of security post orders. Mark explained that the purpose of the revision is to limit ABEVA's potential liability. Mark noted that once the revision is complete the Legal Committee will turn the matter back over to the Security Committee for review/approval.
- Patrol vehicle – per Carol she is waiting on Securitas to deliver the new patrol vehicle.

VI. Landscaping – The following landscaping issues were discussed:

Entrance enhancement – George King updated the Board on the improvements being made at Claremont and 32nd St. by Biltmore Greens III. George then reported that he would recommend Martin Umberger to draft plans for the entrance enhancements at 32nd Street & Claremont and ABC & Lincoln at a cost of \$2000. The cost of the plans is \$2000; the total cost of the project will likely be \$40k - \$50k. The Board discussed the matter and agreed to proceed.

VII. Old Business

- Grand Paseo – A motion was made by Mark Monserez to send a letter to Biltmore Mountain Estates and Hillside Villas stating that ABEVA has been notified of the HOAs' intent concerning access to the Grand Paseo and ABEVA is seeking legal advice and canvassing its residents. The motion was seconded by George King and a discussion ensued. The motion was carried by majority vote of the Board with one opposed vote by Michael Braden. The Board agreed to post notice in all appropriate locations.

VIII. New Business

- Jean Grady – A motion was made by Mark Monserez to send a parting gift to longtime resident and Architectural Committee Member Jean Grady.

The Board discussed the matter and it was tabled until Ms. Grady moves since her property is currently only listed for sale.

- IX. Committee Reports** – The following committee reports were reviewed:
Employee Review – John Chilcott reminded the Board that the Employee Review Committee is still accepting bids for professional management services and will present findings to the Board at the June 2014 ABEVA Board of Directors meeting. The Board then discussed reimbursing Carol Jones for cell phone expenses. A motion was made Judith Shafkind to reimburse Carol Jones \$85 per month retroactive from February 2014 and ongoing. The motion was carried unanimously by the Board.
- X. Calendar** – The next Board of Directors meeting is scheduled for June 16, 2014 at 5:30 pm.
- XI. Adjournment** – There being no further business to discuss a motion was made by George King to adjourn at 6:32 pm. The motion was seconded by Rebecca Heath and carried unanimously by the Board.

Respectfully Submitted,
Jennifer Harris
Recording Secretary