

**Approved March 18, 2013
ABEVA
BOARD MEETING MINUTES
FEBRUARY 18, 2013**

PRESENT: Mark Monserez, Camille Ercolano, Judith Shafkind, Jay Swart, John Chilcott, Marcia Finberg, Harvey Shrednick, George King, Jim Bell

ABSENT:

CALL TO ORDER – President, Mark Monserez

President, Mark Monserez, called the Board Meeting to order at 5:30 p.m.

HOMEOWNER FORUM – None

ELECTION OF OFFICERS

Mr. Swart objected to the paper ballot as it is not the transparency that was promised to the Homeowners.

MOTION made by Mr. Swart to verbally vote for Officers as opposed to using paper ballots in the interest of transparency. Second by Ms. Ercolano.

Discussion: There was discussion with regard to how voting has been done in the past and whether voting verbally would be a change in procedure. Mr. Monserez stated he feels it would be more appropriate to do a written ballot because the nature of the election of Officers is personal and political.

Motion failed with three Members voting in favor and six Members opposing.

President

Nomination by Mr. Shrednick, second by Ms. Shafkind, for Jim Bell for President.

Nomination by Ms. Ercolano, second by Ms. Finberg, for Jay Swart for President.

Board Members were asked to cast their ballots.

Jay Swart was elected as President.

Vice President

Nomination by Ms. Ercolano, second by Mr. Swart, for Ms. Finberg for Vice President.

Nomination by Mr. Bell, second by Mr. Shrednick, for George King for Vice President.

Board Members were asked to cast their ballots.

George King was elected as Vice President.

Secretary

Nomination by Ms. Shafkind, second by Mr. Shrednick for Marcia Finberg for Secretary.

Marcia Finberg was elected as Secretary by acclamation.

Treasurer

Nomination by Mr. Monserez, second by Ms. Ercolano, for Ms. Shafkind for Treasurer.

Judith Shafkind was elected as Treasurer by acclamation.

ANNUAL MEETING COMMENTS

Board Members felt the Annual Meeting went well, however it is important to schedule a date where there is not so much competition from other events.

It was suggested the Annual Meeting be mentioned in two Briefs in a row prior to the Meeting so Homeowners are reminded of the date.

Mr. King stated the Meeting should be very carefully planned with established time limits for the various reports, Homeowner Forum, etc.

Mr. King further stated there was a lot of time spent on the Police, and this should probably be shorter. It was pointed out, however, the residents in attendance were very interested in what was said by Commander Gardner.

Mr. Monserez stated he had briefly talked to Joy Mee and Michael Kesselman about their concerns. They may be presenting their concerns to the Board at a later time.

ANNUAL MEETING MINUTES – REVIEW

Minutes were reviewed and will be distributed to all Homeowners for approval at next year's Annual Meeting.

APPROVAL OF MINUTES

MOTION made by Ms. Ercolano to approve the Minutes of the January Meeting with the correction of the spelling of her name. Mr. King seconded. Motion carried unanimously.

APPOINTMENT OF COMMITTEE MEMBERS

Board Members selected the Committees they want to serve on. Homeowners who have expressed an interest will be contacted to see if they are willing to serve.

Architectural

George King, Chair
Mark Monserez
Judith Shafkind
Gene Grady
Jim Roberts

Nominating

MOTION made by Ms. Shafkind, second by Mr. Swart, to delete the Nominating Committee. Motion carried unanimously.

Landscape

Jay Swart
Marcia Finberg
Camille Ercolano

Security

Camille Ercolano
Jay Swart
George King

Newsletter

Marcia Finberg
Judith Shafkind

Legal

Mark Monserez
Jim Bell
Harvey Shrednick

Hotel Liaison

Mark Monserez
Jay Swart
Harvey Shrednick

Judith Shafkind
Camille Ercolano

Employee Review

Judith Shafkind
John Chilcott
Jay Swart
Marcia Finberg

Finance

Judith Shafkind
Mark Monserez
Marcia Finberg

FINANCIAL

As of the end of January 2013 there is \$88,000.00 in Accounts Receivable, however the majority of this is due from Northern Roads.

MOTION made by Ms. Shafkind, second by Mr. Shrednick, to accept the January financials as presented. Motion carried unanimously.

COMMITTEE REPORTS

CEVPC: Mr. Swart reported there will be a 224 unit apartment building on Georgia and 24th. The builder will also pay to modify the park.

Bob Franks, an ABEVA resident, is a developer and will be building unique, carriage-house apartments on Morton.

In response to a question from Mr. Shrednick, it was stated the apartments at 26th and Camelback (Alliance Residential) do not look as indicated on the plans. Rentals will run from \$1,200.00 to \$1,600.00.

Security: Mr. Swart had forwarded a letter from a resident (Steven James Goodhue) who reported an intoxicated person ended up on his property. Mr. Swart drafted a letter which was forwarded on to attorney Scott Carpenter for modification. Mr. Goodhue believes the occupant of his residence suffered as a result of the Resort over-serving. He had further indicated he was not satisfied with the response he got from the Resort.

Mr. Swart suggested each Board Member should have a key to the office. He will get the keys made tomorrow.

The people at Meridian are very happy; the copper thieves were convicted and will serve hefty prison sentences. Richard did a great job handling this issue.

Landscape: Ms. Ercolano stated it has been determined to wait to interview landscape companies after the new Manager has been hired. There is concern Valley Crest is not servicing the property according to schedule (they are on-site Monday, Wednesday, and Friday).

Legal: Board Members have been given a copy of the letter from Scott Carpenter with regard to the use of the Circle.

BOARD DECISIONS

BAP Luncheon Reminder: Mr. Swart will be attending this luncheon at the Adobe Club. He will send information out by email.

Financial Review: Ms. Shafkind distributed copies of the Annual Review.

Credit Card: Ms. Ercolano stated there is an ABEVA charge card with Roberta Peterson's name on it. The bank should be contacted, the card cancelled, and a new card obtained.

NEW BUSINESS

Water Issues: Ms. Finberg will be calling IACA; this issue is tabled for the next Meeting.

57 Thunderbird Trail: There is nothing the Association can do about this.

Computer Issues: Ms. Finberg stated there are problems with the computer system. A new operating system is needed and the hardware should be updated. The person repairing the computers has not been resolving the issues. The TOPS system also needs some upgrades. Mr. Shrednick stated the computer issues should be addressed after the new Manager is hired as his/her input is important.

Mr. Swart stated someone should be asked to come in to verify no one has remote access. Ms. Shafkind stated she has someone who could possibly help.

MOTION made by Mr. Monserez to hire a new IT consultant at a cost not to exceed \$150.00 per hour. Second by Ms. Ercolano. Motion carried unanimously.

Title

There was discussion with regard to the Title for the temporary person. Office Coordinator was selected.

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Bundle Phones with Internet

It was determined this will be decided on at a later time.

There being no further business to come before the Board, the Meeting was adjourned to Executive Session at 7:02 p.m.

Respectfully submitted,
Jody Brown, Recording Secretary
MINUTES & MORE

**ABEVA
BOARD MEETING MINUTES – EXECUTIVE SESSION
FEBRUARY 18, 2013**

Executive Session was called to order at 7:02 p.m.

There was discussion with regard to retaining the services of Minutes & More for Minutes of all Board Meetings.

DECISION ON ADMINISTRATOR

Several resumes have been received. Ms. Finberg has contacted a couple of large Associations to see how they handle the management of their Associations.

Based on a review of the job description, a salary of \$55,000.00 was established. Medical insurance is negotiable.

MOTION made by Mr. Monserez to search for a single person to do the combined job previously done by Ms. Peterson and Ms. Ross. Second by Mr. Bell.

Discussion: There was discussion with regard to the skill set needed. Mr. Shrednick suggested hiring a part-time person to help for four hours each day. This would provide coverage during lunch hours, vacations, etc. Mr. Monserez stated the main person should be hired, and after that there would be a determination made as to whether an additional person is needed.

Motion carried unanimously.

To date, six resumes have been received. It is suggested all six candidates be interviewed. Meetings will be set for Friday afternoon for as many of the candidates as can attend. Interviews will start at 1:00 p.m., scheduled in 30 minute intervals. Ms. Ercolano and Ms. Finberg will be making the phone calls.

Confidentiality Issues

Ms. Shafkind stated selective information from the Minutes should be included in the Brief as opposed to including the entire Minutes.

Ms. Shafkind stated there is a lot of information on the computers that should probably not be on there any longer. While it should not be destroyed, care should be taken that it doesn't get disseminated.

There being no further business to come before the Board in Executive Session, the Meeting was adjourned at 7:30 p.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE