

ABEVA BOARD OF DIRECTORS MEETING

Arizona Biltmore Estates Village Association Office
2525 E. Arizona Biltmore Circle D-145 Phoenix, AZ 85016
July 21, 2014

Board Members Present: Mark Monserez, Michael Braden, Judith Shafkind, David Damron, George King, Jim Bell, John Chilcott, Michael Leeman, and Rebecca Heath

Board Members Absent: None

Management Present – Carol Jones

Homeowners Present – Regina Miskewitz

- 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 John Chilcott to accept the June 16, 2014 Board of Directors meeting minutes with the following change:
Item IX Committee Reports should read “The Employee Review Committee gave no report during the Board of Directors meeting and requested that the topic be discussed during Executive Session”.
The motion was seconded by George King and carried unanimously the Board.
- III. Financials** – Treasurer Judith Shafkind reviewed the June 2014 financial reports. A motion was made by Judith Shafkind to accept the June 2014 financial reports as submitted. The motion was seconded by George King and carried unanimously by the Board.
- IV. Management Report** - Manager Carol Jones reviewed the following details of her management report with the Board:
 - Delinquent Accounts – Per Carol Scott Carpenter’s office has been provided with a list of delinquent accounts to pursue collection on.
 - AACM Membership – Carol Jones requested permission to pay for her membership to AACM. A motion was made by Mark Monserez to sponsor Carol’s AACM membership on a semi-annual basis. The motion was seconded by Judith Shafkind and carried unanimously by the Board.
 - Office computers – Carol noted that the office computer equipment crashed over the July 4th holiday weekend and required some repairs and upgrades. Carol also noted that the office is in need of a qualified IT Administrator.
 - 2014/2015 Fiscal Budget – Carol explained that she does not expect any large increases to impact the upcoming budget which will be presented at the September Meeting.
- V. Security** – The following matters were reviewed by Carol and the Board:
 - Security post orders – A motion was made by David Damron to approve the revised security post orders. The motion was seconded by John Chilcott and carried unanimously by the Board. The approved post orders will be dated with today’s approved date and distributed to Securitas and the sub-associations.
 - Patrol vehicle – A motion was made by Mark Monserez to contact Carmax or similar business to sell the RAV4 and contact Securitas to offer them the option of removing their logo prior to selling the vehicle. The motion was seconded by George King and carried unanimously by the Board.

Approved at 09/15/2014 BOD Meeting

VI. Landscaping – A draft of the landscaping plans was reviewed by the Board. The Board requested final plans be prepared and put out to bid so bids can be presented at the September Meeting. The project is anticipated to begin in October 2014 pending Board approval of the final bid.

VII. Old Business

- Roads – A motion was made by Mark Monserez to accept the bid from Frank Civil Consulting with the request for the firm to match the bid from PMIS but to proceed with Frank's regardless if the cost is reduced. The motion was seconded by Rebecca Heath and carried unanimously by the Board.
- 11 Biltmore Estates Drive (BED) – There were no updates on this matter.
- Property Taxes – Carol Jones will seek to meet with the new General Manager of the Arizona Biltmore Resort to obtain information on how to proceed regarding reducing the property taxes parcel 20.
- Grand Paseo – Carol Jones reported that she has asked Frank Consulting to give an estimate of cost to do a study on the erosion and scouring along the wash and the Grand Paseo and will report back to the Board with a proposal for the scope of work. Jim Bell added that he met with Scott Carpenter who reported that he will research if his office has any information on any easements ABEVA may have regarding the Grand Paseo. A motion was made by Michael Braden to send a letter to Hillside Villas and Mountain Estates sub-divisions to strongly request that ABEVA members be allowed access via a key fob. The motion was seconded by Mark Monserez and carried unanimously by the Board. Jim Bell agreed to meet again with Scott Carpenter to draft a letter to protect ABEVA's easement rights and allow residents to purchase fobs.

VIII. New Business

- Biltmore Area Partnership (BAP) – Michael Braden stated that he attended the July BAP meeting and the organization is working toward making BAP participation more relevant to contributors by promoting public and semi-public facilities and local businesses.

IX. Committee Reports – The following committee reports were reviewed:

- Architectural – Architectural Chairman Michael Braden reported that the Committee approved installation of the number eight sculpture for the Fairway Lodge. Additionally, procedural requirements for Committee Meetings were discussed by the Board
- Legal – Mark Monserez agreed to have the Legal Committee review the Association's documents regarding meeting procedural requirements for the Architectural Committee and research on any easement agreement for the Grand Paseo.

X. Calendar – The next Board of Directors meeting is scheduled for September 15, 2014 at 5:30 pm.

XI. Adjournment – There being no further business to discuss a motion was made by David Damron to adjourn at 6:30 pm. The motion was seconded by Michael Leeman and carried unanimously by the Board.

Respectfully Submitted,
Jennifer Harris, Recording Secretary

Approved at 09/15/2014 BOD Meeting