

ABEVA BOARD OF DIRECTORS MEETING

Arizona Biltmore Estates Village Association Office
2525 E. Arizona Biltmore Circle D-145 Phoenix, AZ 85016
March 16, 2015

Board Members Present: Jim Bell, George King, Judith Shafkind, Michael Leeman, Michael Braden, Mark Monserez, Rebecca Heath, and Phil Tibi

Board Members Absent: None

Management Present – Carol Jones

Homeowners Present – Regina Miskewitz, Arnold Braasch, and Will Hawking

Guests – Michael & Dawn Frank of Frank Civil Engineering

- I. Call to Order** – The Board of Directors meeting was called to order at 5:30 pm by Board President Jim Bell.
- II. Open Session** – The following topics were discussed by the homeowners present:
 - **Special Assessments** – Regina Miskewitz of the Biltmore Square Homeowners Association asked if ABEVA had any jurisdiction over the sub-associations regarding special assessments. Board President Jim Bell replied that ABEVA has no jurisdiction over such matters.
- III. Approval of Minutes** – A motion was made by George King to accept the February 16, 2015 Board of Directors meeting minutes with the following corrections:
 - Header needs to reflect February 16, 2015 as the meeting date
 - Item V, second bullet, Security Committee – correct last name spelling for Judith ShafkindThe motion was seconded by Mark Monserez and carried unanimously by the Board.
- IV. Financials** – A motion was made by Treasurer Judith Shafkind to accept the February 2015 financial reports as submitted. The motion was seconded by Michael Braden and carried unanimously by the Board.
- V. Management Report** – Manager Carol Jones provided the following updates:
 - **Street Lights** – Bids have been received and will be ready for the Board to review at the next Board of Directors meeting per Carol.
 - **Landscaping Renovations** – The landscaping project is scheduled to begin soon per Carol.
- VI. Old/New Business**
 - **Road Maintenance Agreement** – Michael Frank of Frank Civil Engineering was present to explain the budget details that he outlined as a 10-year road maintenance schedule and to answer questions from the Board. A discussion ensued among the Board and Mr. Frank answered questions regarding his recommendations. A motion was made by Mark Monserez to accept the budget presented by Frank Civil Engineering and to authorize Frank Civil Engineering to begin obtaining bids for the work to be performed according to the schedule outlined in the budget for the Board to review and approve bids as needed throughout the project. The motion was seconded by Judith Shafkind and carried unanimously by the Board.
 - **Board Vacancy** – A motion was made by Michael Braden to nominate Will Hawkings to fill the vacant ABEVA Board of Director position

Approved 04.20.15

resulting from John Chilcott's resignation. The motion was seconded by George King and carried unanimously by the Board.

- Updated Board Welcome Letter – The Board of Directors signed the member disclosure form for the Arizona Corporation Commission and Manager Carol Jones distributed updated copies of the Board Member Welcome Letter to the Board.
- Revised Assignment of Committee Members – A motion was made by Michael Leeman to revise the Committee Member assignments as follows:
 - Architectural – Mark Monserez, Michael Leeman, Jim Roberts, and Jim Bell
 - Election – Jim Bell and Judith Shafkind
 - Finance – Judith Shafkind and Phil Tibi
 - Hotel Liaison – Mark Monserez, Judith Shafkind, and Michael Braden
 - Legal – Jim Bell and Mark Monserez
 - Newsletter – Mark Monserez, Rebecca Heath, and Michael Braden
 - Security – Will Hawking, Judith Shafkind, and Phil Tibi
 - Employee Review – George King, Judith Shafkind, and Michael LeemanThe motion was seconded by George King and carried unanimously by the Board.

VII. Committee Reports – The following Committee Reports were reviewed and/or discussed by the Board:

- Architectural – Jim Bell provided follow up information regarding Lot 72 (cease & desist letter), Lot 14 (driveway modifications approved), and Lot 11 (ongoing negotiations) all on Biltmore Estates Drive.
- Legal – Jim Bell reported his research on the ownership of the tunnel under Lincoln Drive noting that he was unable to find evidence that an agreement for use & license exists that would permit ABEVA members unlimited access to the tunnel. Michael Braden asked Jim Bell if he has any conflict of interest in the matter since Mr. Bell owns a home in the Hillside Villas sub-association. Jim Bell denied any conflict of interest and recused himself from further discussion. A motion was then made by Judith Shafkind to close the matter. The motion was seconded by Mark Monserez and carried by majority vote of the Board.
- Finance – Judith Shafkind reported that 2 certificates of deposit have been purchased for a total of \$700,000.00. The certificates have been tiered to mature at designated future dates to ensure liquidity of the Association's funds.

VIII. Calendar – The next regular Board of Directors meeting will be held on April 20, 2015.

IX. Adjournment – There being no further business to discuss a motion was made by Mark Monserez to adjourn at 6:42 pm. The motion was seconded by George King and carried unanimously by the Board.

Respectfully Submitted,
Jennifer Harris
Recording Secretary

Approved 04.20.15