

Master Homeowners Association for Green Valley Ranch

SPECIAL BOARD MEETING MINUTES GREEN VALLY RANCH HOA OFFICE - 10515 E. 40th Ave September 10, 2010

- I. ESTABLISH A QUORUM** – Four of the six Directors needed. Ron Greening, Vice President, called the meeting to order at 6:00 p.m. A quorum was established with the following Board Members in attendance: Ron Greening - Vice President; Mariann Toomey - Secretary/Treasurer; James Tanner - Member at Large; Ardith Duke - Member at Large

Board members not present with approved absence: Roger Rohrer - President, Karen Maelzer – Member at Large

Others Present: Joyce Measmer – HOA employee

Chairman Greening welcomed those in attendance.

AGENDA APPROVAL –

- II. Vote to renew the remaining insurance policies with Vangilder or go with proposal from Peliton** – Jim motioned to renew insurance policies with Vangilder and keep it the same as last year, Mariann 2nd, all were in favor. They felt the Peliton was higher in price and they didn't want to pay the difference feeling the HOA has sufficient coverage with what it has with Vangilder.
- III. Consider recommendations from HindmanSanchez regarding our Collection Policy** – Jim motioned that a committee be set up to review the recommendations HindmanSanchez made regarding our Collection Policy, Maryiann 2nd, all were in favor. It was too much to review at a meeting and it will be announced at the Board Meeting asking for a district delegate to volunteer to be on the committee. Jim also motioned that there be minimum of two (2) board members to be on the committee.
- IV. Review Services Agreement with HindmanSanchez** – Mariann signed the 2010 Legal Services and Fee Summary Agreement at a meeting with HindmanSanchez and the HOA office on Friday, September 3, 2010. Jim motioned to accept the agreement, Ardith 2nd, and all were in favor.
- V. To retain part time employee Amanda Duke past September 30, 2010** – Jim motioned to retain Amanda for no more than 24 hours per week until December 31, 2010 to help the HOA office with additional projects, Ron 2nd and all were in favor. If additional hours are needed permission must be granted from the Board.

Note: Ardith Duke abstained from this discussion and vote due to possible conflict of interest since Amanda is a family member. Karen Maelzer gave her proxy vote to Mariann to make a quorum.

- VI. Decide whether to pay to have Joyce renew her Notary Commission for the HOA office** – Jim motioned not to renew her Notary Commission, Ron 2nd all were in favor. It was felt by the Board that since a notary has not been needed for the last few months and there may not be a need in the future one was not needed. In the future if there is determination that a need arise that she need her notary commission the issue will be revisited.
- VII. Other** – Mariann brought up an issue of an importance to scan documents with property information from storage boxes stored in the back of the HOA office to the computer network. Ron motioned the board volunteer to spend a few hours a month to help and scan these folders, Mariann 2nd all were in favor.
- VIII. ADJOURNMENT** – There being no further business to discuss, and on a motion duly made, seconded and unanimously carried, it was resolved to adjourn the meeting at 7:53 PM. Mariann motioned to adjourn, Ardith 2nd, all in favor

Mariann Toomey, Secretary