

**San Marcos Estates Homeowners' Association**  
**Open Board Meeting Minutes**  
**January 29, 2018**

Facilitator: Bart Salzman, President                      Location: AZCEND Community Room

Directors Present: Bart Salzman, Kathleen Coleman, Anthony Dobbs

Rich Sisco was present for items IV through VIII.

Directors Absent: John McDougal. Rich Sisco was absent until 7:15 PM.

Attendees: Renee Gordon, Manager; Phil Gauthier, VP Operations - ELAN Community Management

Call to order - Bart Salzman called the meeting to order at 7:00 PM.

Open Forum - The board did not hold an open forum since no other homeowners attended the meeting.

a)        Approval of minutes from the last meeting

*Bart moved and Tony seconded the motion to approve the minutes of the November 14, 2017 meeting as recorded.*

Action: The motion carried unanimously.

b)        President's Report

Bart attempted to visit seven new owners but only got to speak to two. One owner, Jim Ireland, is interested in joining the Beautification Committee.

John resigned his position on the Board. Bart asked the Board to recommend other candidates for this position. The Board will appoint replacement to serve the remaining year of John's term.

c)        Treasurer's Report

Kathleen provided statements and balance sheets which showed a balance of \$118,435.85 at the end of November and \$123,254.98 at the end of December. She also presented a spreadsheet summarizing 2017 income, expenses, reserves and earnings.

*Tony moved and Bart seconded the motion to approve the Treasurer's Report.*

Action: The motion carried unanimously.

d) Committee Reports

*A. We Care:* No report

*B. Architectural:* Tony volunteered to chair the Architectural Committee.

*Bart moved and Kathy seconded the motion to accept Tony's offer to chair the Architectural Committee.*

Action: The motion carried unanimously.

Bart and Renee reported that the book of approved paint colors is now available in a digital format. Bart will compare the digital book and the paper notebook to make sure they match before posting the digital book on our website.

*C. Beautification:* Rich reported that DLP submitted a proposal to replenish granite.

*Rich moved and Tony seconded the motion to authorize Desert Landscape Professionals to spread 70 tons of crushed granite along Pecos Road and Evergreen Street at a cost of \$4500 plus tax.*

Action: The motion carried unanimously.

Rich reported that he met with Jim Ireland and had email communication with Denise Torloni about the work of the committee and the retention basin renovation. Jim and Denise want to join the committee.

*D. Social:* Bart reported that representatives of 10 families enjoyed the Happy Hour at Singing Pandas in November. The cost was \$265, under the \$300 authorized..

*E. Block Watch:* Bart reported that two mailbox clusters were vandalized. He presented a draft of a letter to the Chandler Postmaster requesting that old clusters be replaced with clusters of the new design. The new design is more secure and has other improvements. The Board expressed strong support for the letter and asked Bart to deliver it in person if possible.

Tony and Bart reported on some official and unofficial measures to stop package theft during the holiday delivery season.

e) Management Report

Renee submitted a written report. She responded to questions about landscape maintenance and said that DLP will cut back shrubs and trim sprouts from the Elms in March. This work is included in DLP's contract.

f) Old Business

A. Annual Meeting, February 21, 2018. Bart asked committee chairs to prepare short reports. He recommended that we do not have a guest speaker and the Board agreed.

g) New business

A. Reserve Study. Bart and Kathy presented a reserve study that they developed. It encompasses normal, anticipated reserve expenditures in the next 45 years. It concludes that we have sufficient funds to spend \$22,000 in the near future on conversion of turf to xeriscape in the retention basin.

*Tony moved and Bart seconded the motion to approve the 2018 Reserve Study and post it on the SME website.*

Action: The motion carried unanimously.

B. Newsletter. Bart asked members to submit articles or ideas for articles. This issue will include articles about the Annual Meeting, The CPD See/Say Program and a Beautification report.

C. Next meeting. The next Open Board Meeting will be Monday, March 19, 2018 at 7:00 PM in the AZCEND community room.

h) Adjournment

There being no further matters to discuss, at 8:15 PM Bart moved and the Directors unanimously seconded the motion to adjourn to Executive Session.

Respectfully submitted,

Rich Sisco, Secretary.