

**WILLOW VALLEY CLUB ASSOCIATION
BOARD OF DIRECTORS MEETING**

Meeting held at: 549 E Gordon Dr, Mohave Valley, AZ

On March 31, 2018 – 12:00 PM

The Board of Directors meeting was held immediately following the General Membership Meeting. 9 of 12 Board members were in attendance making a quorum. Absent: Bret Welday, Vince Nelson and Ryan Lewis.

MINUTES FROM MARCH 1, 2018 MEETING

- Teresa Brown read the minutes. **Randy Stewart made a motion to accept the minutes, Corinne McMahan second the motion, motion carried.**

TREASURERS REPORT

- No report - Dee Adcox-Kimberlin said she would bring March financials along with the April financials to the May 3 meeting.

BOARD OF GOVERNORS REPORT

- No report - however Gary McDonald did mention the new Board of Governors is Gail Peters, John Adams and Kaye Kimberlin. Gary McDonald also stated he is no longer eligible to be on the Board of Governors.

BUILDING AND MAINTENANCE CLUBHOUSE/MARINA REPORT

- No report - Paula Hopkins stated she would make a laundry list of what needs attention at the Marina and will update at the May 3 meeting.

PUBLICITY AND COMMUNICATIONS REPORT

- Ruth Ann will update website as needed per Dee's direction.

RECREATION AND ENTERTAINMENT REPORT

- John Kinghan announced tomorrow (4/1) would be the last day for the Club Breakfast until October. Semi-monthly Pool Tournament night is doing great. There is also a group playing pool every Thursday afternoon, all are welcome.

OLD BUSINESS

Clubhouse Office Staffing – Discussed using a temporary agency for the part time office employee. **Ed Peters made a motion to use the temporary agency, Corinne McMahan second - Vote 5 YES** (Skip, Corinne, John, Bob, Ed), **4 NO** (Teresa, Dee, Paula, Randy), **motion carried.** Dee Adcox Kimberlin and Gail Peters will follow up.

Clubhouse Computer Issues - The two computers in the office are still not sharing the Tenant File program properly. **A motion was made by Corinne McMahon to call Computer Geeks Nerds to come out to our office at a budget not to exceed \$1,000, Bob Burleson second. Motion carried.**

Clubhouse Flooring - Corinne McMahon provided quotes to apply asbestos protection and install new flooring in the bathrooms, kitchen and banquet room. The cost exceeded the limit that can be authorized by the Board of Directors without a general membership vote. **Motion was made to increase the Capital Expenditures threshold in the By-Laws by Ed Zdonek, Corinne McMahon second.** Gary McDonald voiced concern the Articles of Incorporation does not allow a change to the By-Laws without a general membership vote. **Chairman Randy Stewart TABLED the motion.** Teresa Brown will review the Articles of Incorporation for compliance.

Marina - Beach Palapas – Paula Hopkins said Pete Coleman is working on the Palapas project and will see it through to the end. Completion target date is before Memorial Day weekend.

Marina Ranger & Lawnmower Repair - Ed Peters had the Ranger fixed and the same mechanic is working to repair the riding lawnmower.

Marina Signage – Original sign plus additional Marina signage to be presented at the next meeting on May 3.

NEW BUSINESS

Clubhouse Repair - The sliding doors between the Game Room and the Banquet Room needs replacing. Bob Burleson said he had previously provided Bret with cost quotes. Dee Adcox-Kimberlin also said Ruth Ann has a contact for door repair/replace.

Marina Summer Security – Security request was made for Memorial Day and Labor Day weekends. Security for the 4th of July will be discussed at the next meeting on May 3.

Security - Clubhouse - Camera system in the safe is hard wire variety and purchased for the clubhouse not the marina (per Gary McDonald). Randy and Corinne will oversee the installation. Randy Stewart will donate a monitor for use with the system.

Security Clubhouse Office – Nest system already installed needs to be reset and new (access) users selected. Randy Stewart said he would handle.

Security Clubhouse Office – SW Alarm System Access changed. **A motion was made by Corinne McMahon to change the authorized users of the alarm system to Chairman, Vice Chairman, Treasurer and Office Staff, Paula Hopkins second. Vote 8 YES 1 NO** (Skip Henderson), **motion carried.** Randy Stewart will work with Gail Peters to make the necessary changes.

OTHER BUSINESS

Financial – Changed CPA and accounting/tax service provider. **A motion was made by Corinne McMahon to change accounting firms from Charles Buttke CPA to Johnson & Bull CPAs, Ed Peters second. Motion carried.** Ed Peters to dismiss current firm on April 2, 2018; Dee Adcox-Kimberlin will remove current firm from bank accounts on April 3, 2018. New accounting firm selected, Johnson & Bull CPAs, 3003 Highway 95 Ste 21 Bullhead City, to start April 1, 2018. New accounting firm will also handle this years' (2017) Federal and State required Non-Profit reporting.

Management – Confirmed Marina personnel reports to the Building and Maintenance Standing Committee Chairman.

Management – Confirmed Office personnel reports to the Treasurer.

Member Request - Member Anita M Como made a Marina Access Appeal for free Family access. **The Board unanimously denied the request.**

Skip made a motion to adjourn the meeting at 1:55 pm. Motion carried.

*Minutes approved May 3, 2018
Teresa Brown WVCA Corporate Secretary*