



## Board Meeting Minutes

April 7, 2025

1. **Call to Order:**
  - a. Meeting opened at 1500 hours by President.
2. **Roll Call:**
  - a. All Executive Board Directors present and in attendance.
3. **Previous Meeting Minutes Approval:**

**MOTION: Approve December 2024 meeting minutes.** So moved by Vice President; seconded by Secretary.

**MOTION PASSED UNANIMOUSLY.**

**MOTION: Approve January 2025 meeting minutes.** So moved by Secretary; seconded by Vice President.

**MOTION PASSED UNANIMOUSLY.**
4. **Old Business**
  - a. Spirit of Joy cost and amount: Facility Rental is \$100 per quarter; \$400 paid by check to Spirit of Joy.
  - b. Insurance reimbursement: \$597 was received February 7, 2025 and deposited into the CMHOA account..
5. **President's Report**
  - a. Street Ballot report and CMHOA Street Parking rules deferred to Secretary. Secretary stated all ballots received were counted and included in the vote tally. Quorum of 100 votes required was achieved; and final tally resulted in 87 in favor; 45 opposed. Ballot for CMHOA to retain right to regulate street parking passed. Form to be notarized and recorded with the State of Arizona along with notification to Town of Clarkdale of said retention.
6. **Vice President's Report**
  - a. CC&R 5.2 regarding annual assessment amount was discussed. CC&R 5.13 regarding working capital funds requirement was also discussed. Proposal to reduce annual assessments was proffered along with excess funds being placed in CDs of variable timeframes and amounts (aka "ladder process"). The issue of reducing the assessment was posed to the audience which brought up a discussion of tax implications of maintaining a working capital/strategic reserve fund. Treasurer volunteered to research information regarding CDs and bring the results to the Board Meeting scheduled for July.
  - b. Discussion was had about members who have not paid their annual assessment. It was pointed out that eight members have not paid since the POA became an HOA (December 2023) and that ~30 members have not paid the 2024 assessment. Further discussion regarding the appropriate actions and processes to take moving forward ensued and it was agreed that the President will contact our law firm regarding the lien process, actions, and HOA costs.
7. **Secretary's Report**
  - a. The issue of whose responsibility it is for handling reports of violations and complaints was discussed. It was decided Secretary and Vice President will work together to handle any violation or complaint. Members were urged to use the CMHOA email ([Crossroads.Mingus@gmail.com](mailto:Crossroads.Mingus@gmail.com)) to identify any issues as email provides a written record versus verbal, which can be misconstrued as a "he said/she said" issue. Person sending email will not be disclosed. However, if violator requests that information, Arizona law requires disclosure.

- b. Timeshares and rentals within the subdivision and how the CC&Rs apply was discussed. As an example a short-term rental on Sable Ridge was identified as being in violation previously. Discussion of what the CC&Rs and ARS specify regarding the information the association is allowed to collect from the Lessor about the tenant ensued. A member asked whether the Board could identify the rental properties within the subdivision. Treasurer volunteered to create a list of the properties that are being rented and requested that any known information be provided. Member volunteered to act as point for obtaining rental information.

#### 8. **Treasurer's Report**

- a. SAVINGS ACCOUNT: \$62,037.75; CHECKING (Working) ACCOUNT: \$538.76. As a reminder cell phone and website are recurring monthly bills, with the Microsoft and Arizona Corporation recurring as annual bills.
- b. Discussion regarding maintaining working capital account of \$5000 as a matter of course was agreed to by Board members.
- c. 2024 taxes are completed. \$50 Arizona Corporation tax fee will be filed when the taxes are picked up. IRS tax filing will be provided to Secretary for recordkeeping requirements.
- d. Spirit of Joy deposit of \$60 was reimbursed to Secretary.
- e. OneAZ monthly bank statements will be scanned by Treasurer and provided to Secretary for HOA recordkeeping requirements.

#### 9. **ARC Chair Report**

- a. Four or five requests have been received and acted on with a couple of requests still pending.
- b. Concern regarding potentially lost requests was discussed and a recommendation of the establishment of a separate email for the purposes of strictly ARC-related issues. All decisions related to ARC business are required to be in writing and recorded by Secretary. President volunteered to establish a separate ARC email, which would be the ARC Chair's responsibility but available for review by all Board members.

#### 10. **New Business/Open Discussion**

- a. No new business identified.

#### 11. **Q&A from Members**

- a. Member expressed concern regarding potential conflict between Association Rules, Design Guidelines, and CC&Rs and what it potentially means legally to include CC&R verbiage within the Association Rules and Design Guidelines. Member felt the Association Rules and Design Guidelines should not contain CC&R verbiage but CC&R references only. President will get clarification from our law firm regarding what should or should not be included in the Association Rules and Design Guidelines.
- b. How to notify members of ballot results and the possibility of using email as the notification process was discussed. Because the Board does not have all member emails, Board agreed ballot results, street parking rules, violation process and enforcement should be mailed to each member until emails from members can be obtained.

**MOTION: Members to be notified of ballot results retaining CMHOA regulation of street parking in accordance with the CC&Rs (ARS 33-1818), along with enforcement, and CMHOA violation process.** So moved by President; seconded by Vice President.

**MOTION PASSED UNANIMOUSLY.**

- c. Commercial vehicle identification and street parking applicability was discussed and whether it is allowed within the subdivision. Also brought up was whether Board approval of any commercial vehicles be posted on the website for member knowledge. No decision was finalized.
- d. A concern regarding solicitors within the subdivision was brought up. Vice President said a couple of ways to deter solicitors is using "No Soliciting" signage and/or asking for a Town of Clarkdale Peddler's License.

#### 12. **Adjournment**

**MOTION: Adjourn meeting.** So moved by Secretary and seconded by President.

**MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 1863 hours.

## ACTION ITEMS

	Action	Responsibility	Status	Completion Date
1.	Approve previous Board meeting minutes	Board	on-going	on-going
2.	Provide scanned OneAZ monthly bank statements to Secretary	Treasurer	on-going	on-going
3.	Provide semiannual review of Accounting Report (Bylaw 4.9) due semiannually (July/December)	Treasurer	on-going	July December
4.	Member notification of CC&R violation	Secretary / VP	on-going	on-going
5.	Obtain notarization of CMHOA regulation retention of Street Parking (ARS 33-1818) ballot results statement	President	Pending	
6.	Record ARS 33-1818 statement of retention with State and Town of Clarkdale	Treasurer	Pending	
7.	Research CDs (amount, timeframe, interest) for strategic fund reserves	Treasurer	Pending	
8.	Contact CHDB regarding non-payment of annual assessment information, actions, lien process, and costs/fees	President	Pending	
9.	Contact CHDB for Association Rules, Design Guidelines, and potential CC&R verbiage conflict	President	Pending	
10.	Create CMHOA Rental List with identification of owners and tenants	Member / Treasurer	Pending	
11.	Research creation of separate ARC email account	President	Pending	
12.	Mail members ARS 33-1818 ballot results. Information to Include: <ul style="list-style-type: none"> <li>- Ballot results and meaning</li> <li>- Street Parking Policy</li> <li>- Violation Process</li> <li>- Subsequent enforcement</li> </ul>	Secretary	Pending	
13.	File Arizona Corporation Tax	Treasurer	Pending	
14.	Obtain 2024 CMHOA IRS taxes and provide copy to Secretary	Treasurer	Pending	
15.				

## COMPLETED ITEMS

	<b>Item</b>	<b>Responsible Party</b>	<b>Date Completed</b>
1.	Insurance reimbursement	Treasurer	2/7/2025
2.	Specify SOJ Reimbursement amount/reimburse check	Treasurer	4/5/2025
3.	Street Parking (ARS 33-1818) ballot results	President	4/5/2025
4.			
5.			