

**MINUTES OF MEETING
OF BOARD OF DIRECTORS
OF
ESTATE LOS ARBOLES
IMPROVEMENT ASSOCIATION**

Minutes of proceedings of the Meeting of the Board of Directors of Estate Los Arboles Improvement Association, an Arizona corporation (“the Corporation”), held on the 3d day of October, 2021, in Phoenix, Arizona.

Ivan Korolevich called the meeting to order at 2:00 pm. There were present and participated in said meeting, the following directors of the Corporation: Ivan Korolevich, Jon O’Neal, Rita Bostick, Jay Atherton, Bill Eckles and Amy Fisher. Also present was Robert McDaniel, former executive director of the Durango Historic Preservation Board. Ivan Korolevich presided during the deliberations and Amy Fisher acted as Secretary of the meeting.

The Chairman announced that, prior to commencement of the regular board business, there would be a brief presentation by Mr. McDaniel regarding the process and pros and cons of submitting an application to the city to designate Estate Los Arboles an historic district. A brief question and answer period ensued. Mr. McDaniel was thanked for his time and the official board meeting commenced thereafter.

The Chairman announced that the first order of business was proposed new paint colors for house trim. After discussion, upon motion duly made, seconded and carried by a majority of the board, it was:

RESOLVED, Ivan will provide all board members with his suggested trim colors consisting of three shades of brown, three shades of green and three shades of gray. The final approved trim colors

will be determined at the November board meeting and will be distributed to the owners at the annual meeting.

The Chairman then raised the issue of tennis court repairs. It was suggested that possibly the board should consider a temporary patch rather than a full repair at this time to allow for play on the court to open. The suggestion of a special assessment was raised. A discussion ensued on the status of the Association's financials and how much money was in reserves, how much money was required to be maintained in reserves and how much money was required for ordinary expenses. The Chairman then advised the financial budget and the estimates for capital repairs such as the tennis court, tennis court fence and wall painting must be reviewed and revised. Ms. Bostick offered to provide such information for review by the board. A discussion also ensued on the best procedure to follow in bringing the financials and reserve requirements up to date. After discussion, upon motion duly made, seconded and carried by a majority of the board, it was:

RESOLVED, the tennis court should not be temporarily patched and that the Association funds would best be spent on a full repair of the tennis court.

FURTHER RESOLVED, that Ms. Bostick shall email to all board members her recommendations for revision of the financial budget and updated estimates for capital repairs no later than the end of October, 2021 in order for the board to vote on her recommendations at the November board meeting

FURTHER RESOLVED, the financials for the Association must be brought up to date in Quickbooks and all board members may participate in pursuing options to do so. Board members shall submit their suggestions to all board members via email and a solution voted upon as soon as reasonably possible but in no event later than the November board meeting.

FURTHER RESOLVED, a special assessment, if any and the amount thereof will be determined within a reasonable time period after the financials and budget for the Association are brought up to date with current reserve amounts calculated.

The Chairman then presented the status of current remodels in the neighborhood. Rita Bostick raised the issue that she believed there was no clear process set forth in the Association's current documents and information that is available for homeowners to understand the process for seeking approval from the board for proposed remodel and repair work on their homes. Ivan Korolevich and Amy Fisher, the board members responsible for processing such requests for approval, explained that there are existing guidelines clearly set forth in the Association documents. Further, Ms. Fisher explained that she has prepared a detailed new homeowner packet which new homeowners receive at close of escrow on their purchase. The process has run smoothly since this procedure has been implemented. Mr. Korolevich offered to add something to the website explaining the process and Ms. Fisher offered to add a description of the process in the next newsletter/notice to all homeowners. Ms. Bostick stated she had not received a new homeowner packet and would like to receive a copy. After discussion, upon motion duly made, seconded and carried by a majority of the board, it was:

RESOLVED, Mr. Korolevich will add a description of the remodel/repair approval process to the Association website.

FURTHER RESOLVED, Ms. Fisher will prepare a description of the remodel/repair process in her next newsletter/notice to the homeowners.

FURTHER RESOLVED, Ms. Bostick will be provided with a copy of the new homeowner's packet.

The Chairman then raised the status of the subcommittee to prepare job descriptions for each office that was proposed by Ms. Bostick at the Annual Board Meeting and approved thereafter. Ms. Bostick responded that she would commence her work on preparing job descriptions and would need to conduct interviews with current and past officers. Mr. Korolevich pointed out that officer duties are currently set forth in the Association documents. Ms. Bostick is of the opinion that the current descriptions are inadequate. After discussion, upon motion duly made, seconded and carried by a majority of the board, it was:

RESOLVED, Ms. Bostick will prepare more detailed job descriptions for each office and present the same to the board via email no later than October 18, 2021

Ivan then announced that Jeri Navin will be holding a memorial service at Most Holy Trinity Catholic Parish at 10:00 am on November 6, 2021 followed by a celebration of life for her brother John at Luci's from 11:30-2:00. Anyone in the neighborhood who knew John and would like to share their memories is invited.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was adjourned.