

**MINUTES OF THE BOARD OF DIRECTORS  
GREEN VALLEY VILLAS WEST CONDOMINIUM ASSOCIATION  
November 10, 2020**

A regular board meeting of the Board of Directors of Green Valley Villas West Condominium Association was held via Zoom at 9:30 a.m. on November 10, 2020 due to Covid 19 Pandemic.

Present: Jim Becker (President), Tim Schaid (Vice-President), Chris Fisher (Treasurer), Marcella Erler (Director). Also, in attendance was JD Sotelo, General Manager. All attendees were present via zoom.

**A. Call to Order, Roll Call, and Establish Quorum**

The meeting was called to order by Jim Becker at 9:35AM and determined a quorum was present.

**B. President's Welcome**

Jim Becker welcomed members and thanked them for their attendance. Jim commended the staff for their diligence and hard work during the pandemic.

Jim, also, announced two vacancies on the Board and Marcella Erler was appointed to the position vacated by Maureen Fry. Also, Mary Meister resigned due to selling her villa so there is another Board vacancy if anyone is interested,

**C. Adoption of the Agenda**

The agenda was amended to include a vote on confirmation on the appointment to the Board of Marcella Erler. A motion by Tim Schaid and seconded by Chris Fisher to approve the amended agenda was unanimously approved.

**D. Manager's Report**

JD Sotelo discussed his situation of testing positive for Covid-19 and that he was able to work from home for approximately three weeks. He also reported that the staff was very busy with work orders and that the number of requests for turning on water appeared to be down. JD reported that compliance to parking issues had very good response from residents.

**E. Approval of Minutes**

A motion by Chris Fisher and seconded by Jim Becker to approve the minutes of the October 13, 2020 Regular Meeting and the October 8, 2020 Executive Session was passed unanimously.

**F. Treasurer's Report**

Chris presented the September 2020 Financial Report. Chris reported Operating Income of Approximately \$30,000 and a net decrease in Reserve Funds of about \$158,000. A motion by Jim Becker and seconded by Tim Schaid to approve the Treasurer's Report was unanimously passed.

**G. Committee Reports**

- **Architectural** – Jim Becker presented the Architectural Requests for approval – 4 requests were approved by a motion from Jim Becker and a second by Chris Fisher were unanimously approved.
- **Budget and Finance Committee** – Chris presented the direction of the Budget Committee to review income and expenditures and determine a Budget of income and expenses for the coming year. Members of this committee were Jim Becker, Board

President, Villas West home owners Chuck Wallace, Jeff Miller, and Donna Oleske and Chair Chris Fisher.

- **Communication and Documents** – Jim Becker presented the Documents Committee Report – No committee meetings were held.
- **Grounds Committee** – Jim Becker presented the Grounds Committee report. Currently there are some pending requests that need reviewing.
- **Maintenance Committee** – Tim Schaid reported on Maintenance issues. Tim reported we replaced 3 roofs and repaired 26 roofs. As of September 30, 2020, we have replaced 42 HVAC units. The maintenance crew installed 13 ADA Ramps.
- **Social Activities** –Lila Szedlus reported on Social Activities. Lila reported that the Christmas Party scheduled for December 5, 2020 was cancelled due to Covid-19. There was no other social activity to report.
- **Compliance Committee** – Chris Fisher reported on Compliance activities. Because of Covid-19 the Compliance Committee has been some what inactive. The Committee will be starting to be more active now.

#### H. Old Business

- **Discussion of Paint Contractor.** – The Board determined not to change the direction for painting of buildings only to obtain competitive bids.

#### I. New Business

- **Confirmation of Marcella Erler - A motion was made by Jim Becker and seconded by Tim Schaid to confirm appointment of Marcella Erler to the Board of Directors of Villas West. The motion was passed unanimously.**
- **A motion was made by Tim Schaid and seconded by Chris Fisher approving the 2021 Budget which included a \$5 increase in monthly assessments as presented by Chris Fisher, Treasurer and the Budget Committee. The motion passed unanimously.**

**J. Adjournment** The adjourned meeting was adjourned at 10:31 AM

#### K. Unit Owner Input t

Homeowners s were given the opportunity to ask questions or express opinions on various issues. The following issues were presented.

##### 1. Blowers in morning

There have been several complaints about the blowing of debris by our landscapers. The noise and the dust raised are the issues. - We are looking at improving the landscape cleaning process to minimize the noise and dust.

##### 2. Late Fees for payment of dues.

Some homeowners have questioned the 10 days grace period for payment of monthly dues. – At the conversion of Caliber from the old Tops software the grace period was defaulted to 10 days from the Tops system of 15 days. We need to review and determine a proper policy.

##### 3. Overflow Parking:

There have been many inquiries about unauthorized vehicles parked in the Overflow Parking. One being the parking of an RV trailer. - In order to convenience a homeowner temporary permission was given to homeowner to park the trailer in the overflow area, said trailer is due to be removed within next few days. Because of Covid the compliance activity has been on hold. We are going to resume the compliance reviews as soon as we can so we can address the overflow area.

##### 4. Rummage, Patio, and Estate Sales

There have been several complaints about patio sales. - The policy of Villas West is to have Patio or Rummage Sales on specified dates in the Fall and Spring if there is interest. A onetime Estate Sale or Moving Sale may be approved by Villas West management.

#### 5. Motorcycles Parked in Violation

There have been several complaints about motorcycles parked in unauthorized areas. – We are addressing all of the complaints. Because of the Covid issue this has been a slow project, but we are trying to address it.

Recorded by and Respectfully submitted by,  
Jim Becker, President

Approved by Marcella Erler, Secretary