

**FLOA Meeting August 17, 2019**  
**Community Center House, Forest Lakes AZ**

1. The meeting was called to order at 2:03 by President Wayne Rothwell.
2. **Pledge of Allegiance** was led by President Wayne Rothwell.
3. A quorum was met with eight board members present; Judy Nelson absent.
4. **Approval of July FLOA meeting minutes** Shari Massion reports:  
The minutes of the July meeting were posted on FLOA.club website  
There were no additions or corrections. Mack Hume moved and Shane Williams seconded the minutes be accepted as written. Motion passed.  
News Letters & E-Blast also on FLOA website
5. **FLOA Financial Status** – Treasurer Judy Nelson’s Financial Statement was presented by Judy Summers in her absence.
  - The current balance as of 8/17/2019 is \$29,809.25
  - As of 8/17 we have a membership of 604.A full report will be attached to these minutes. Shari Massion moved and Cal Phillips seconded this report be accepted. Motion Passed.

**6. FLOA Insurance Coverage Update.** (Wayne / Bill Webber – Insurance agent)

Bill Webber discussed with the FLOA board the following topics.

- Possible consolidation from two agencies to one for D&O and Liability Coverage
- Possible additional insurance (liability coverage) for volunteers who accomplish FLOA self help projects
- Possible increase of coverage from existing property items at replacement value. (currently \$5,000)
- Possible additional coverage for accident gap insurance for medical associated injuries partially compensated.
- NFP agent will provide new insurance coverage costs (quotes) to FLOA by September 10, 2019.
- NFP now provides D and O coverage, shall provide recommendation to FLOA by September 10, 2019.
- Board vote to approve/disapproved Insurance agent recommendation/modifications;

The board vote on modifying the current insurance policies was tabled until the committee confers with the insurance agent and their FLOA Statutory agent to determine how the policies in place need to be adapted to cover our current needs. (new buildings and volunteer accident coverage etc,)

The FLOA President Wayne appointed a committee of three, Larry Prather, Shane Williams and himself to research and define the coverage we currently need. This information will be presented to the board at a later date and voted upon at that time.

**7. FLFD VZ TOWER UPDATE** (Wayne – per telecom w/Mr. Hamdi & Mr. Norton)

- May 29<sup>th</sup> CCP&Z Conditional Use Permit approval (10 year) is now final and issued.
- Verizon construction department has the project formally scheduled for the 1<sup>st</sup> quarter 2020 timeframe.
- DW Towers actions include the following
  - They have signed, with the FLFD, a lease usage agreement
  - Construction start is planed for November (weather permitting)
  - Permit drawings are being developed for submission to CC P&Z
  - Coordinating with Verizon on timeline for equipment installation.
- FLOA to follow up with Verizon/DW Towers prior to our September Monthly meeting

## 8. Facilities operations Master Schedule

Roseanne Smith reports:

- **FLOA Events** listed on the August calendar include a 10 o'clock Water District meeting on August 22 followed by the Bunco luncheon at 11.

Larry Prather reports:

- **Entertainment Events**
- On August 10, Dolan Ellis was hired for an evening of entertainment. His fee was \$500. The fee was \$15 for FLOA members, \$20 per person for non-FLOA members. 87 people attended.
- The Peter, Paul and Mary Remembered concert is scheduled for September 21<sup>st</sup> at 5:30 at the Community Center. There will be seating inside and out of the "Q" on that evening. Sweet Liberty's food truck will be available for those who would like to purchase food.
- Persons who requests to use FLOA Facilities will need to complete applications with our Facility Coordinator Judy Summers. The forms are on line at FLOA.club website. These forms should be completed and submitted to Judy Summers.

## 9. FLOA Business projects

### A. **The status of FLOA office renovation**

The bathroom is nearing completion reports Shane Williams. The new tools and equipment needed to complete the job have been okayed and purchased. In order to complete the flooring in the History Room next year, Shane Williams needs to order, tile to match that used in the office. Judy Summers moved and Cal Phillips seconded we approve the purchase of the tile for the History Room with costs not to exceed \$500. Motion passed.

### B. Cal Phillips reports that the new ramadas are complete. Cal Phillips and Wayne Rothwell gave a very heart felt "Thank You" to the following volunteers:

- **Foundation prep & Cement installation** Rick Brunton, Scott Bennett, Frank Summers, Wayne Rothwell
- **Ramada Construction**, Paul Studer, Dennis Massion, Ted Carey, Don Ubele
- **Painting**, Jake Jacobs, Paul Studer, Dennis Massion
- **Ground Cover installation**, John Nelson, Dennis Massion, Wayne Rothwell
- **Project Manger** / Technical lead in all phases was Cal Phillips. Thanks to him as well.

Board approve/disapprove gift cards for the "Unsung Volunteer Heros" certificates for NTE \$950. This item will be tabled until the board discusses this and decides on the action FLOA should take to thank such a large group. A Potluck Dinner or a Dessert Bar are among the ideas being considered as possible options. Board Members, Judy Summers, Shari Massion and Roseanne Smith volunteered to coordinate this event.

### C. **Rummage Sale Activity Status**

Shari Massion reports that the board policies on sales to volunteers will be upheld. Volunteers will pay the price identified with no markdowns, or discounts until after the close of business on Saturday. At that time everything will be considered half price for the Sunday Sale.

Some items may be advertised on Forest Lakes Facebook site or EBay, to attract more possible customers.

As we are all volunteers, our hours of collection may vary. We usually work each morning from 9-11 or 12. Sundays from 12 to 3.

Unacceptable items are posted in several places...please follow these guidelines. If you think your donation (furniture etc.) is exceptional please call Shari Massion 928-535-5935 cell 480-201-4693 or Donna Brunton at 602-418-1485 to see if we can accept your item.

### D. **The Labor Day Pancake Breakfast**

Shane Williams reports that he and Patti Phillips have ordered supplies needed for this event.

Volunteers from past years have indicated they would like to serve again this year, so it seems as if everything is falling into place. Some volunteers are still needed, please call Shane Williams.

### E. **Repair of "Q"** After the recent rains it became evident that roll up doors & the rear door are in need of replacement weather stripping. Mack Hume has made several calls and only one company has responded and sent a person out to measure and give a bid.

- The estimated cost of repair will be approximately \$450. A formal bid has not been submitted.

- A motion was made by Shari Massion and seconded by Judy Summers that we approve the cost of the repairs to the two roll up doors. The cost not to exceed the \$450 plus or minus 10%. Motion Passed.
- Mack Hume will be the project manager for this endeavor.

**F.** President Wayne Rothwell presented the possibility of the purchase of three panel storage/transport carts for food tables. The previous carts were purchased for approximately \$900. The cost of the three new carts should be between \$550 - \$650. The purchase of these carts will ease of set up for community events and FLOA Fund raising events.  
The motion to approve of this purchase was made by Mack Hume and Judy Summers seconded it.  
The motioned passed.

**G.** President Wayne Rothwell presented a request to support an Eagle Scout Project. Tentatively two activities are being planned for 2020 projects

- The Eagle Scout candidates will brief the FLOA Board at the April 2020 meeting for approval of the following:
- A Flagpole replacement project scheduled for May 2020. A 36-foot pole with a rope lanyard style, and with night illumination capabilities will replace the current flagpole.
- The second part of the project entails repainting the handicap parking (4 spaces). This re-marking is scheduled for June 2020.
- Brian Hawk, the Forest Lakes Library manager will oversee this Eagle Scout project and interface with FLOA Board.
- At this time there is no cost impact to FLOA.

The motion was made by Shane Williams and seconded by Judy Summers that we approve of this Eagle Scout Projects as presented. Motion was passed.

**H.** Community Market-August results (Judy S.)  
August 3<sup>rd</sup> was the last market date of the season. We had over 40 vendors and very positive reports from the vendors and attendees. Thank you/appreciation letters have been extended to participants. Judy plans to retire this year from the FLOA board and has offered a helping hand to whomever takes over her duties.

**I.** There will be three FLOA Board openings; By-laws satisfied have been satisfied with formal announcement at FLOA formal meeting.

- Judy Nelson and Judy Summers have decided not to run for positions on the board again. Roseanne Smith will be running again.
- Potential nominee's names should be submitted to Shane Williams and his committee members, Mary Hume and Patti Phillips. If interested contact anyone of these people.  
FLOA is a great organization to join and serve your community

## 10. Call to the public

**Sheriff** No report submitted

**FLDWID** The 8" waterline replacement is ongoing and on schedule again. (Post office well to Snow Well) reports Mary Hume  
There will be a Public Meeting, August 22, @ 10:00 AM, FLOA CC, water rate change.

**Library** No report submitted

## 11. Meeting adjourned at 2:35 PM

The number of meeting attendees is 17.

Submitted e/s by Shari Massion. Secretary

Approved e/s by Wayne Rothwell, President