

NORTHTOWN HOMEOWNERS ASSOCIATION, INC.
Minutes of the Board of Directors Regular Meeting
October 8, 2019

Directors: Sheila Ruling, Nadine Wells, Frank Vance.

Call for Order in the Room – Pledge of Allegiance and a Subsequent Moment of Silence.

The Business Meeting Was Called to Order at 6:30 PM.

Approval of September Meeting Minutes and Action Without a Meeting: A Motion by Sheila to approve the Meeting Minutes of September 10, 2019, was seconded by Nadine and approved.

August 29, 2019 Action Without Meeting on the email request from Secretary Diane Guillaume, the entire existing Board of Directors consisting of President Sheila Ruling & Vice President Frank Vance, voted by email to authorize the President to negotiate & sign as soon as reasonably possible a representation/retainer with the Goodman & Holgren law firm at terms generally similar to those contained in the previous Brown & Alcott retainer agreement. Nadine motioned to accept and Frank seconded the motion. Passed unanimously.

September 9, 2019 Action Without Meeting. The entire existing Board of Directors consisting of President Sheila Ruling, Vice President Frank Vance and Secretary Diane Guillaume and with the approval of PNP members Nora Curtain and Bob Carver, voted by email to accept the resignation of former President Diane Hoverson as Northtown HOA Inc.'s signatory/representative to the City of Phoenix's Grant 19-207, & to appoint as Ms. Hoverson's replacement, President Sheila Ruling. Nadine motioned to accept and Frank seconded. Passed unanimously.

September 18, 2019 Action Without Meeting. Per email request by President Sheila Ruling the Board of Directors reviewed and approved the revised format of the Affirmation of Age and Residency and Age Compliance form. Nadine made the motion to accept and Frank seconded. Passed unanimously.

September 21, 2019 Action Without Meeting. Per email request following the executive meeting of September 18, 2019, the Board of Directors reviewed and approved the updated bid from Outerlimits Survey company to complete another step in finalizing the corner lots land transfer. The 50% down payment of \$2800 was approved. Frank motioned to approve and Nadine seconded. Passed unanimously.

Approval of Forms and Policies and Procedures for Attorney General Compliance and Suit Settlement: In order to complete the Attorney General Compliance and Suit Settlement, it was necessary to update the forms. The forms were submitted to the Attorney General's office for him to either approve or recommend revisions. The packets on the table contain the entire discrimination and retaliation policy that ensures no one board member can do similar things again and what the reporting is by any resident who feels that there has been any

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discrimination. The Attorney General was very pleased with this version of the forms. Frank motioned to accept and Nadine seconded. Passed unanimously.

Clubhouse Reservations Policy and Procedure was amended along with the reservation form. The words "no worship service" were removed to be in compliance. Also **REMOVED/REVISED OR ADDED THESE PHRASES??** "... gathering, political events of any type, fundraising, commercial for profit, personal gain. Number 2, gatherings that discriminate or intimidate based on gender, race, color, national origin familial status, disability and/or religion. And no daily or weekly contract or contracts without expiration dates." Frank motioned to approve the amendments and Nadine seconded.

Review of Osselaer Financials and Proposed 2020 Budget Meeting October 26 at 9:00 a.m. Sheila and Doug Snyder made a trip to Osselear to discuss financials with Keith. They discussed various line items and questions, and had a discussion on the work for next year's budget. There is a plan to create a regular budget workshop meeting open to all members. The first meeting will be October 26, at 9:00 a.m. at the Clubhouse. Refreshments will be provided.

Report by Secretary/Treasurer: The financials will be provided by Osselaer within the next week.

Report by Architectural Control/Compliance: There were no requests to be approved during the past month. A conversation was had with contractors regarding a four-foot hole in a resident's front yard. The hole was right next to the sidewalk and the sidewalk was covered in dirt, creating a safety hazard and blocking the right of way. The contractor came out right away and cleaned up the area. The pool inspector came out and issued a pool violation regarding a large transformer box at one corner of the pool. The inspector felt that anyone could jump on top of the transformer box and go over the fence into the pool area. A decision will be made as to how to rectify the situation to the satisfaction of the pool inspector.

Report on Roads and Grounds: The streets will be swept after the bulk trash pickup which is early in November. Further information will be in the Newsletter about this. A decision will be made regarding the seven ornamental orange trees near the pool. There is some bacteria growing in the ground near the trees. An arborist was consulted and he said it is usually fatal to the orange trees and if left untreated the trees will die. The cost to eliminate the bacteria and save the trees is \$750.00. The motion was made to save the trees and pay the arborist \$750.00 was seconded and approved.

Report on Pool Status: The brown spots are back on the walls and the bottom older ones are getting bigger. E&E Pools was contacted and E&E Pools contacted the concrete company letting them know and that they wanted the brown spots taken care of ASAP. The concrete company reply was that they had moved it to the top of their "hot list" and they would be in touch with the HOA as soon as they hear from the diver company.

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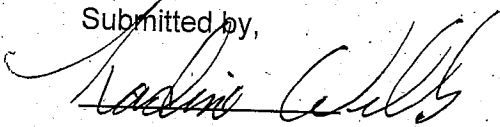
Report by Don and Naomi on Website: No new news. The office is up and running and fully functional.

Report on Exercise Equipment Research: No updates.

Report/Comments on Board of Directors' Candidate Submissions: Residents are encouraged to consider filling out a Directors' Candidate Submission Form as Board members are needed. Copies of the form are in the Newsletter and at the Clubhouse. The deadline to return the forms is November 12, 2019.

Comments/Questions/Discussions: A discussion was held on the importance of having a complete Board to operate Northtown HOA.

Submitted by,



[As transcribed by Rosemary McCauley]

