

FINAL
MINUTES
LAS TORRES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 15, 2016
Unit 401 Patio

Board of Directors present: Pam Dixon, Peter Waldmann, Robert Luciani and Leigh Tollefson; Oasis Community Management: Mary Hernandez; LaBarre/Oksnee Insurance: Jeff Leane; Homeowners: Ralph Morgan, Patty Potoglou, Tom and Georgia Desmarais, Paul and Carolyn Ciriello, Leslie Hine, Diane Griffiths.

I. Call to Order. 2:00 p.m.

II. Approval of Minutes from November 17, 2015 BOD meeting. Minutes unanimously approved and accepted.

Insurance presentation done prior to other Board business:

Presentation of HOA insurance policy and recommendation. Jeff Leane, Broker from LaBarre/Oksnee Insurance presented his recommendation for insurance coverage based on his review of our CC&Rs and insurance needs. After researching three companies, he recommended V3/Hiscox and presented an itemized list of coverage for property damage and liability. Directors and officers liability will be insured by Liberty Mutual. Final cost to the association is \$6,396.00 with an effective date of March 1, 2016. Currently we have a history of being claim free which places us in the lowest tier of insurance premiums. Covering more than structural and bare walls (i.e., appliances, cabinets, floor coverings, etc.), as our last policy did, puts us in the position of potential claims for these items and ultimately would impact our insurance standing and placing us in a higher pricing tier should a claim be presented. Clarification of "bare walls" (includes sheet rock and floors) was given and questions from the Board and Homeowners were answered with satisfaction. Homeowners are reminded (if they haven't already done so) to take our CC&Rs into their property insurance representative and determine that they have the correct amount of insurance on their condo. Motion made by Robert Luciani to accept the V3/Hiscox insurance policy (HOA coverage) and Liberty Mutual (D&O coverage) as our insurance carriers, seconded by Peter Waldman, passed unanimously.

III. Reports.

A. President's Report

1. Debbie Robertson has resigned as Treasurer. Robert Luciani has graciously accepted being a Board member until the annual election in March 2016.

2. Pool furniture has been restrapped.

3. Peter contacted M.R. Tanner (Liquid Road) regarding the cracks in the recently sealed Hum Road driveway who responded that the cracks would not be repaired.

4. Current landscaping focus is to cut back or remove plants in the pool area that had been affected by the cool decking resurfacing and in preparation for the pool fence to be repainted. Assessment of additional gravel needs and new plantings have been made and will be added this spring.

5. Please remember that while we encourage items and use of the common areas adjacent to your condo, we ask that you get permission from the BOD first prior to placing those items in the common elements. Thank you.

6. Per the Reserve Study, this year the flat roofs of several of our condos are due to be done. Be aware that a roofing representative will be assessing these roofs.

7. The dumpster on Hum Road is often used by people outside of Las Torres. If you see someone from outside our association using it, please tell them to stop. If there is contact information in the trash, please pass it on to Oasis. It was recommended to put a "no trespassing, private property" sign on the dumpsters for legal recourse.

B. Manager's Report

1. Bid for wood/fascia replacement prior to painting--pending.

2. Bid for pool fence painting--recently assigned task--pending.

3. Communication between Oasis and the BOD has improved, but both parties need to be more concise in their directives. Ongoing.

4. Presentation of work order request and tracking system. When Homeowners and the Board need work done or need a bid on a project, we are to email Oasis/Mary who will make arrangements to get the work done and enter it on a tracking form which will be updated whenever the status of the job changes. A copy of the tracking form will be emailed to Pam on a weekly basis. No work over \$500 or on an individual owner's unit will be performed without approval.

IV. Unfinished Business.

A. Estimate for grey wood replacement. Pending.

B. Estimate for pool fence painting. Pending.

V. New Business.

A. Decision to go to a three member Board and communication with Oasis.

The current BOD, after discussion with our property manager and various Homeowners, have elected to go with a three member Board. Over the last five or more years it has been increasingly difficult to keep a five member Board and with the assistance of our

management company, a three member Board is sufficient in the management of Las Torres HOA. Therefore, Pam Dixon is president; Peter Waldmann is vice president and Leigh Tollefson is secretary and treasurer. Signatory responsibility on our bank account is assigned to Peter Waldmann and Leigh Tollefson at the National Bank of Arizona.

A discussion about better communication between our Board and Oasis resulted in suggestions of one topic emails and definite directives to proceed with bids and projects. The work order tracking form will also help us to see the progress of jobs and their completion.

B. Painting--detail windows/screens. Discussion.

Many of the window frames are in need of paint and many of the screens need repair. Suggestions of just detailing the frames to replacing the screens were made. Mary was asked to get bids for presentation at the Annual Homeowners Meeting in March for detail painting and for screen replacement. Since the responsibility for window upkeep is the Homeowner's responsibility, we will determine whether the entire cost will be paid by the Homeowner or whether the HOA can provide partial payment for this work.

C. Sport court maintenance.

Per our reserve study, we should have an annual maintenance contract on our sport court. Since it is not often used and there are some areas that need repair, we asked Mary to get an estimate to fix these areas and elected not to get a maintenance contract.

D. Review of Reserve Study financing recommendations and community presentation at annual meeting.

The three Funding Plans presented in our 2015 Reserve Study with scenarios to increase our capital reserve account were reviewed. Discussion centered around the eventual need to increase monthly assessments in order to cover our capital improvements and maintenance (driveways, roofs, painting, etc.) to avoid any special assessments in the future. A letter will be included with the Annual Meeting ballot mailing asking the Homeowners to review the current Reserve Study funding recommendations for discussion at the Annual Meeting.

E. Discussion of insurance policy. See discussion above.

F. Fence in 500's driveway.

An ongoing problem for Homeowners in the 500 building has been cars turning around in their driveway. One Homeowner suggested placing a fence across a portion of the driveway with a sign stating it's private property, would deter this traffic. With the approval of the three Homeowners in the 500 building, Mary was asked to get a bid for a 3-1/2 foot tall fence of 3 sections with the last section a gate that can be opened and closed for larger vehicle access to be placed at the set back per the town of Carefree. A motion for Mary to get a bid for the fencing and go forward with the work if the bid is \$500.00 or less was made by Leigh Tollefson, seconded by Peter Waldmann with the addition of using Elway Fence Company, passed unanimously.

IV. Housekeeping Items

A. Set dates for next BOD meeting. Pended

IX. Homeowners Forum.

A Homeowner asked that the ownership of a portion of Sundance Trail be an agenda item in a future BOD meeting.

X. Adjournment. 4:10 p.m.

Respectfully submitted,

Leigh Field Tollefson

Leigh Field Tollefson
Secretary

Las Torres Homeowners Association

Board of Directors Meeting

AGENDA

February 15, 2pm, Las Torres Unit 401

I. Call to Order

NOTE: This is a LTHOA Board of Directors meeting. LTHOA owners may participate only during designated portions of the meeting any after being recognized by the presiding Director. Owners are allowed to comment on and ask questions about agenda items under new and unfinished business items after the Board has discussed the item, before the Board takes formal action on that item.

II. Approval of Minutes

- A. November 17, 2015

III. Reports

- A. Presidents Report
- B. Managers Report

IV. Unfinished Business

- A. Estimate for Gray Wood Replacement
- B. Estimate for Pool Fence Painting

V. New Business

- A. Decision to Go to a Three Member Board & Communications with Oasis
- B. Painting - Detail Windows/Screens Discussion re: need for & if so, how to accomplish.
- C. Sport Court Maintenance
- D. Review of Reserve Study Financing Recommendations & Community Presentation at Annual Meeting
- E. Discussion of Insurance Policy
- F. Fence in 500's Driveway

VI. Housekeeping Items

- A. Set dates for next BOD meeting

IX. Homeowners Forum

NOTE: This is the time for owners to comment. Members of the board may not discuss items that are NOT on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), actions taken as a result of public comment will be limited to future agenda items. We respect your opinions and welcome them. Please keep your comments as brief as possible so the Board can accomplish the business we need to get done today. Thank You

X. Adjournment

Per Arizona State Statute 33-1248 (AZ Condo Act) All meetings of the Association and Board of Director Meetings are open to all members of the Association or to any person designated by a member as a member's representative in writing.