

Dreamland Villa Community Club Board of Directors  
March 8, 2016, Approved Meeting Minutes

**Welcome:** President Carylan McLean

**Pledge of Allegiance**

**Call to Order:** 7:00 p.m. by Carylan McLean

**Open Forum:**

Kay Hawbaker expressed opposition to Charles Dubbs' proposed motion to rescind the Next Door social media reference on the Club's website.

Janet Peterson introduced herself, expressed interest in being nominated for one of the two April 1 vacant Director seats and provided information about her work history.

**Roll Call:** Secretary Ward Jennings

Present: Pat Clark, Carol Cooper, Charles Dubbs, Ward Jennings, Carylan McLean, Cyn Munday, Earl Munday and John Pawloski, Sr. A quorum was present.

**Ratification and Approval of Meeting Minutes:**

Board Meeting February 9, 2016, ratified.

Board Study Session March 1, 2016 (identified as Rev#2, dated 3/5/16), approved.

Executive Session March 1, 2016, ratified.

**Treasurer's Report:** Report on file in the office and posted on the official bulletin board.

**Affidavit Project Preliminary Update:** As of March 8, residents living in 345 of the Subdivision's single-family homes returned affidavits; 1,300 residents have not yet returned the affidavits and 24% of the residents who completed the affidavits either sent in 2016 dues or contributed to the cost of the Verification of Occupancy Affidavit printing and mailing.

**Administrative Services Manager's Report:** Report on file in the office.

**Standing Committee and MCSO Posse Reports:** Reports, if provided by the Committee Chairpersons, are on file in the office.

**Old Business:**

**Cell Tower Lease:** Tabled. Note: Bob Westall, Contracts Chairperson, reported in ill and was unable to attend the meeting.

**Maranatha Church Lease:** Tabled. Bob Westall, Contracts Chairperson.

**Administrative Policy and Procedure Manual Section: Facility Rental Fee Schedule.**  
Tabled for the Policies Committee to review and bring forward in April 2016.

**2015 Audit Committee Report:** Nancy Schnoor, Audit Committee Chairperson, presented the Audit Committee Report for calendar year ending December 31, 2015. A copy is on file in the Club office and may be obtained by any Club member in good standing. Nancy also presented and discussed a Management Letter.

**New Business:**

**Motion:** Earl Munday moved the Board approve the revised *Citizen* Policy. The motion carried unanimously.

**Motion:** Earl Munday moved the Board approve the revised Dues and Fees Policy. The motion carried unanimously.

**Motion:** Earl Munday moved the Board approve the revised Rules and Regulations. The motion carried unanimously.

**Motion:** John Pawloski, Sr., Maintenance Committee Chairman, moved the Board ratify the Directors' prior consent for the purchase a new boiler costing \$3,441.50, paid for from the Capital Reserve Funds. Six yes votes, Cyn Munday voted no. Motion passed.

**Motion:** Charles Dubbs moved to remove from the Club's website reference to the Next Door social media site. Motion was seconded and amended. Revised motion: The hyperlink to the Next Door social media site shall be removed from the Club's website. Five yes votes, Cyn Munday and Carol Cooper voted no. The motion passed.

**Motion:** Ward Jennings moved the Board approve a Community Task Force Ad Hoc Committee for the purpose of increasing DVCC Membership. The duration is from date of approval to April 30, 2017, to:

1. Develop and execute plans to:
  - a. Reverse the declining membership-2016 Goal: 2,085 memberships (equivalent fully paid). 2017 Goal: 2,500 memberships (equivalent fully paid), revenue equal to \$437,500 by 3/31/17.
  - b. Increase the number of new homebuyers who become members. Currently, approximately 20% of new residents become DVCC members. 2017 Goal: 80%.
2. Analyze the office processes relating to the paperwork for new residents to the title company before and after closing. Recommend changes to the Board.
3. Review the status of the three Property Management Systems (PROMAS, new Database and Excel Membership by Property), and simplify.
4. Correct the Database: for example, address issues such as (Albany row apartments shown as single-family units); determine why the database shows 3,092 addresses, whereas other records indicate 2,852 dwelling units in the Dreamland Villa Subdivision.
5. Develop the new Variance Policy related to all members of households **must** join DVCC.
6. Develop the 2017 Dues Statement. Purpose the 2017 Dues Amount no later than May 10, 2016.
7. Continue the monthly mailings to realtors.
8. Revise the Dreamland Villa Brochure.

Motion passed unanimously.

**Motion:** Ward Jennings provided the Directors and meeting attendees a copy of an email from Sgt. Hamill, Maricopa County Sheriff's Office, wherein the proposed signage would prove to be a valuable law enforcement resource. Motion: the Directors approve the purchase of signage complying with Arizona Revised Statutes, Section 13-1502, to be installed at the street entrances from Higley Road to 61<sup>st</sup> Street in the Dreamland Villa Nature Walk, cost for the signage and posts shall be less than \$500. The Directors shall approve by email a copy of the proposed signage. Motion passed unanimously.

**Election of Officers:** The newly-elected Director Dean Miller and carryover Directors Pat Clark, Ward Jennings, Carylan McLean, Cyn Munday and John Pawloski, Sr. agreed to meet at 9:00 a.m. on March 31 solely for the purpose of election of officers to serve for a one-year term, commencing the first workday of April 2016, pursuant to the By Laws, Article XI, Nomination and Election of Board Members and Officers, Section 5.

#### **Last Minute Administrative Issues:**

**Citizen Article:** A non-member and a Club member each submitted Wisconsin Coffee articles for the April 2016 edition of the *Citizen*. The Board unanimously agreed that the *Citizen* should run the member's Wisconsin Coffee announcement. If the non-member wishes an announcement, a *Citizen* ad should be paid for.

**Coffee Social:** For some time the Club's Coffee Social has been hosted twice a month by Charles and Hazel Dubbs. They are hosting their last Coffee Social on March 26. Thank you, Charles and Hazel, for a job well done! Starting in April 2016, Sydney Clark and Jennifer Tompkins shall host the Coffee Social.

**Director Emails:** The Directors agreed that anyone wishing to express an opinion to the Directors should do so publicly at the Open Forum portion of the Board Meeting, or possibly at the monthly Study Session. The Directors shall not forward or otherwise circulate related emails.

**Adjournment:** 8:40 p.m.

Submitted by Ward Jennings, Secretary