

Dreamland Villa Retirement Community Board of Directors

April 11, 2018, 6:30 p.m. Meeting Minutes

Welcome: Johna Sharp, President

Pledge of Allegiance

Call to Order: 6:32 p.m., by Johna Sharp, President

Roll Call: Kathie Chismar, Secretary

Present: Johna Sharp, Earl Munday, Mary Newkirk, Kathleen Wissinger, Larry Thoma, Lynn Campbell, Kathie Chismar. A quorum was present.

Ratification of Minutes: Mary Newkirk moved to ratify the following minutes: Board of Directors March 13, 2018 Minutes, Special Session Minutes dated April 14, 2018, Study Session Minutes dated April 4, 2018, and Executive Session Dated April 4, 2018. Motion carried unanimously.

Administrative Service Manager's Report: Report on File in the office

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

Old Business:

Administrative Service Manager Update: Johna Sharp introduced the new Administrative Service Manager, Vanessa Daigle. Vanessa presented her qualifications and shared her enthusiasm for her new position.

Arizona Corporation Commission: Johna Sharp submitted all appropriate forms to the Arizona Corporation Commission by fax. Johna reported that Deb Rychlak agreed to continue as the Statutory Agent in a phone call.

Earl Munday moved to remove Bruce Gile and Ward Jennings as Check Signers and add Kathleen Wissinger, Larry Thoma, Lynn Campbell, Earl Munday, and Kathie Chismar as Check Signers. Johna Sharp and Mary Newkirk will remain as check signers. The motion was approved unanimously.

Johna Sharp and Mary Newkirk were the only authorized check signers for the two weeks between the end of March and this meeting in April. Since Mary was the interim Administrative Services Manager during this time and had prepared checks, this may look questionable to the audit committee for 2018, so the board gave retroactive advice and consent to this time period for the two to have prepared, authorized and signed all checks and vouchers prepared.

New Business:

March 2018 Financial Statement: Mary Newkirk, Treasurer. Financial reports are on file in the office and on the official bulletin board. Mary reported the cash on hand on March 31, 2018

is greater than the amount reported on March 31, 2017, indicating the positive direction of the community. Earl made the motion to approve and it was passed unanimously.

Appointment of Committee Chairs: The list of Committee Chairs is available in the office. There are 4 open positions: Compliance, Strategic Planning, Outdoor Activities and Residential Sales and Marketing. Earl made a motion to approve and it was approved unanimously.

Policies and Procedures: Earl moved to approve a change to Personnel Policy #402 to provide full time employees reimbursement for their health insurance premium up to ½ of the employee's portion up to a maximum of \$350. The motion was unanimously approved.

John's Villa Ad Hoc Committee: John's Villa Ad Hoc Committee: Johna moved to appoint an Ad Hoc Committee to research alternatives for the restaurant space that will be vacated and to appoint Lynn Campbell as Chair of the committee. The motion was passed unanimously.

Approval for Contract to repair Farnsworth Pool Decking: Larry presented a bid from Specialty Pools for \$4,808.50 to repair the decking. The company has provided a written warranty. They will provide a copy of their license and proof of liability insurance before starting work. The Farnsworth pool will be closed for a week while the work is done. The notice will be posted on the Website. Larry made a motion to approve the bid and it passed unanimously. Due to the current heatwave, there was a discussion on the closing time of the Farnsworth pool. Earl moved to close the pool at 8 p.m. effective immediately and to revisit the closing time in May. The motion was passed unanimously. The office will make signs that will be posted at the pool.

Adjournment: 8:16 p.m.

Open Forum:

Jim Doherty spoke on the success of the Spring Extravaganza and plans repeat the event in the future.

Carylan McLean asked about the volunteers staffing the office. Johna advised we will hire a receptionist in the fall. The office will be open on a summer schedule from 9 a.m. to 12 noon starting May.

Submitted by Kathie Chismar, Secretary