

Dreamland Villa Community Club, Inc. Board of Directors
August 17, 2016, Approved Study Session Minutes

Welcome: Vice President, Pat Clark

Pledge of Allegiance

Call to Order: 6:26 p.m. by Vice President, Pat Clark

Roll Call: Secretary, Ward Jennings

Present: Pat Clark, Bruce Gile, Ward Jennings, John Pawloski, Sr., and Janet Peterson.
Carylan McLean attended by Cell Phone.

Treasurer's Report: Treasurer Ward Jennings provided the Directors and attendees (1) the year to date and July 31, 2016 Balance Sheet and Statement of Revenue and Expenses, (2) a detailed accounting for Restricted Funds through July 31, 2016, and (3) 2016 Capital Reserve Account transactional history. Copies of these reports have been posted on the official bulletin board and are available from the Office.

Old Business:

Awarded Maintenance Contracts: John Pawloski, Sr., Maintenance Committee Chairperson, stated the two ton and 7.5 ton A/C units have been installed at Farnsworth Hall. This item is complete. The John's Villa air-rebalancing work has started and should be finished on or before August 26, 2016.

Proposed Maintenance Contracts: John Pawloski, Sr., Maintenance Committee Chairperson, stated bids are being obtained to re-roof Read Hall and Out Buildings and for carpet replacement at various locations.

Future Capital Expenditure Items. John Pawloski, Sr., Maintenance Committee Chairperson, stated defining and prioritizing future maintenance projects shall always be an ongoing project. The maintenance employees have been refurbishing the Ceramics/Glass Fusion Room and replacing cabinets and countertops.

Farnsworth Hall Outside Sales Status. Theresa Gile, Sales and Marketing Committee Member, presented a Farnsworth Hall Event Rental Proposal. A copy shall be posted with these minutes on the DVCC website. A contract has already been received for an outside sales event. The wedding planner is presenting Farnsworth Hall to other clients. The Directors thanked Mrs. Gile for her professional presentation and acknowledged that the Membership Marketing budget may be used for her proposed funding requirement to move Farnsworth Hall outside sales forward.

October 10, 2016, 7:00 p.m. Open Forum Meeting. The Directors discussed preparing a program outline to hand out to forum attendees. Carylan McLean said she has inquiries pending for a monitor. This item shall be carried forward.

New Business:

Guest Policy: The Directors discussed a possible moratorium for the Rules and Regulations which state that residents of Dreamland Villa are not permitted to be “Guests” at any “members only” function or activity. The thought was to permit monitors to allow DLV residents to attend various activities and then present the resident non-member an opportunity to buy a prorated 2016 Kee Card. The Directors and the attendees did not see the value in this moratorium. No further action shall be taken.

Video Camera System: The Directors discussed the possibility of spending \$10,000 to replace the existing video cameras and recording systems at Read and Farnsworth Halls. The Directors concluded it would be nice to have a new state of the art system but decided not to prioritize the expenditure at this time. Deb Rychlak, attendee, questioned if the video camera system could possibly decrease the cost of the DVCC general liability insurance policy. Ward Jennings said he would contact the DVCC insurance broker and obtain an answer to that question.

2017 Annual Fee Statement and Verification of Age and Occupancy Affidavit. The Directors reviewed the proposed 2017 combined Statement and Affidavit. No changes were proposed. The Directors took Janet Peterson’s suggestion to insert the Verification of Age and Occupancy Affidavit in the *Citizen* under advisement. This item shall be carried forward.

New Marketing Brochure: Janet Peterson, Sales and Marketing Committee Member, presented a new Marketing Brochure and discussed its merits and some additional revisions she felt were appropriate. The existing supply of brochures is low, requiring a new brochure to be printed not later than the first week of October 2016. This item shall be carried forward.

Door Hanger: Bruce Gile, Sales and Marketing Committee Chairperson, presented a Door Hanger for discussion. Mr. Gile proposed it be delivered to the homes of residents who have not returned prior Verification of Occupancy Affidavits. The reverse side of the Door Hanger would have an abbreviated Affidavit. This item shall be carried forward.

President’s Right to Vote: The Directors discussed the established unwritten “precedent” wherein the President only has a right to vote in order to break a tied vote. No one seems to remember how this came about. Robert’s Rules state that the President, as a duly elected Director, has the right to vote on all motions. The question arose, but was not answered, should the Directors amend the Administrative Policy and Procedures or ask the General Membership to amend the By Laws at the January 10, 2017 General Membership Meeting? This item shall be carried forward.

Number of Directors Seats: The By Laws set eight as the number of Directors. If the existing “precedent” (regarding the President’s voting rights) is rescinded, and the President is allowed to vote on all motions, then the members at the January 10, 2017 General Membership Meeting should be asked to change the Director seats to an odd number. Mr. Pawloski suggested the number of Director seats should be seven. Further discussion was deferred until the number of candidates for the 2017-2018 Director seats has been determined.

DVCC's Website: Bruce Gile, Sales and Marketing Committee Chairperson, stated he would like the DVCC website to have a link to another website dedicated to marketing Farnsworth Hall's outside sales. Mr. Jennings showed other 55+ retirement community websites, specifically those showing homes for sale or rent and proposed a similar link for the DVCC website. Ms. Peterson proposed updating the existing website to provide a contemporary appearance. The Directors agreed to pursue determining the costs and benefits of these website additions and changes.

Capital Reserve Account Funding: Ward Jennings suggested that the current "Club Membership" title be changed to "Transfer Fee", language used by the Arizona Regional Multiple Listing Service, and this \$400 fee remain in the operating account to offset the administrative costs to maintain the 55+ age-restriction requirements. As an alternative, Mr. Jennings proposed the Directors allocate 20% of the 2017 annual fees to the Capital Reserve Account. This matter shall be discussed again at a regular board meeting.

Adjournment: 8:20 p.m.

Submitted by Ward Jennings, Secretary

The attendees were provided an opportunity for Open Forum Discussions after the adjournment of the Study Session. Jack Rychlak questioned if the A/C units installed at Farnsworth Hall were new or used and about the attached ductwork. Mr. Pawloski answered that the A/C units were new and manufactured by Trane. Some of the ductwork attached to the new A/C units were replaced.

Attachment:

[Farnsworth Hall Event Rental Proposal](#)