

Dreamland Villa Community Club Board of Directors  
February 7, 2017, Approved Study Session Minutes

**Welcome:** Pat Clark, President.

**Pledge of Allegiance.**

**Call to Order: 9 a.m.**

**Roll Call:** Ward Jennings, Secretary.

Present: Pat Clark, Bruce Gile, Ward Jennings, John Pawloski, Sr. and Janet Peterson.

**Treasurer's Report:** Ward Jennings, Treasurer. The January 31, 2017 Balance Sheet, Statements of Revenue and Expense, Capital Expenditures, and Restricted Funds and the Treasurer's Report were presented. The 2017 Annual Fees were slightly higher compared to the same period last year. The combined cash balances were \$35,411 greater than the same period in 2016.

**Old Business: None**

**New Business:**

**2016 Audit Report Presentation:** Nancy Schnoor, Audit Committee Chairperson, addressed the management letter's recommendations. The Audit Committee Report for the year ending December 31, 2016 Audit and the Management Letter are available in the Read Hall business office.

**Administrative Services Manager Job Description:** Ward Jennings commented that the job description was last updated in 2009 and should be revised to include the administration of the property management system data, the new WINPAC key card system, and incorporate the abolished bookkeeper position's responsibilities. Syd Clark, Personnel Committee Chairperson stated the Personnel Committee is working with the Policy Committee on this and other Personnel policies.

**Committee Chairpersons Resignation:**

**Policy Committee Chairperson:** Ann Krasselt has resigned as Chairperson. President Clark has nominated Char Grande as the new Chairperson. The Directors acknowledged they would provide their advice and consent at the February 14, 2017 Board Meeting for this appointment.

**Farnsworth Hall Rental Chairperson:** Bruce Gile stated that he intends to resign as Chairperson at the end of April 2017. No replacement of the Chairperson was discussed. However, the Personnel Committee stated they are working with the Policy Committee to possibly hire a full time event manager to be the Farnsworth Hall Rental Sales Coordinator.

**Administrative Policy and Procedure, Section: Accounting.** Ward Jennings provided a revision to the Accounting Policy stating that any item purchased costing \$1,000 or more and having a useful life greater than one year, regardless of the source of funds to pay for the purchase, shall be capitalized-not expensed. The policy change shall be submitted to a Director vote at the February 14, 2017 Board of Directors Meeting.

**Property Management System:** Ward Jennings discussed a revised 55+ age restricted compliance computer generated report and compared its results to a similar report generated December 5, 2016. Both reports indicate that a significant number of rental property owners are not providing

affidavits for the occupants of their rental property. The current computer system does not provide for a systematic approach to identify properties that need updated affidavits and also export an EXCEL file to be used with mail-merge to address this issue. The Directors are seeking a solution to the problem.

**ARMLS Dreamland Villa Real Estate Listings:** Ward Jennings provided examples of current real estate agent listings that continue to state “Voluntary HOA if you wish to use the pool & clubhouse facilities” or similar wording and fail to identify Dreamland Villa as being a 55+ age-restricted Subdivision. Similar disclosure issues are prevalent in approximately 40 current MLS listing of Dreamland Villa Subdivision properties. See the next paragraph, Re-Branding Status.

**Re-Branding Status:** Ward Jennings stated that a targeted mailing of a “Press Release or Announcement” to real estate professionals and the title companies of the name change and required disclosure corrections should be completed by February 17, 2017. Other actions are being taken to create a new website for the Dreamland Villa Retirement Community to better market Farnsworth Hall as a rental venue, promote real estate agents who are ambassadors for our Community, provide vendors who provide services to maintain our homes, lifestyles and well-being as well as the current community activities and information.

**Adjourned: 11:20 a.m.**

Submitted by Ward Jennings, Secretary

**Open Forum Discussion:**

Carylan McLean inquired about a property owner who removed a block wall adjoining the Farnsworth Hall property, moved a trailer across the Farnsworth Hall property into his back yard and installed a gate. Compliance Chairperson, Bruce Gile stated that he is working on this problem with the County. John Pawloski, Sr. stated he had talked to the homeowner who did not take kindly to being questioned about his actions. The property owner did not have Dreamland Villa permission to remove the block wall nor drive across the Dreamland Villa property to access his back yard.

John Pawloski, Sr. stated that the re-roofing project shall start at the end of February 2017.