

Dreamland Villa Retirement Community Board of Directors  
March 7, 2017, Approved Study Session

**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.

**Old Business:**

**Contractor-Property Management System:** Bob Westall, Contracts Committee Chairperson, presented a contract with software consultant Kent Tenney to update the property management system. The Directors agreed to vote on the contract at the next board meeting.

**High Tea:** Ward Jennings, Treasurer, provided an accounting of the High Tea revenue and expenses showing net proceeds of \$1,122.07. The November 8, 2016 minutes show that the High Tea net proceeds shall be used to replace Read Hall windows which cost \$2,645. The Directors agreed to Misc. Restricted Donations to fund the \$1,555.93 difference between the windows cost and the net proceeds.

**Letter to US Department of Housing and Urban Development (HUD):** The Directors discuss a proposed letter to be sent to the Secretary, HUD, Ben Carson. An additional paragraph at the end of the letter was suggested. A revision shall be presented to the Directors at the March 14, 2017, Board of Directors meeting.

**New Business:**

**Volunteer Catered Luncheon Funding:** Kitchen Committee Chairperson, Syd Clark has obtained two proposals to cater the Volunteer Luncheon. The Directors discussed using Kitchen Restricted Funds for one half of the catered cost and Fundraising Restricted Funds for the other half.

**Environmental Health Inspector Report.** Kitchen Committee Chairperson, Syd Clark provided the Directors with a copy of the Maricopa County Health Report based on its inspection of the February 22, 2017 spaghetti dinner. Corrective actions have been completed.

**Petty Cash Fund, Change Fund and Credit Card Policy and Procedure:** Building and Grounds Committee Chairperson, John Pawloski, Sr. addressed a draft Policy and Procedures to authorize and use of Petty Cash Fund and the Change Funds and amend the existing Credit Card Policy. The Directors requested the Policy Committee submit the appropriate policy and procedures to the Directors for approval.

**Farnsworth Hall Subcontractor Proposal:** Entertainment Committee Chairperson, Cathy Jageler presented a proposal wherein an individual expressed interest renting Farnsworth Hall for

outside events, two Fridays per month at \$700 each and two Saturdays per month at \$800 each. The Directors discussed a number of pros and cons and decided to table the discussion while additional information was obtained.

**Dates Reserved for Entertainment Committee's Farnsworth Hall Use:** Entertainment Committee Chairperson, Cathy Jageler, requested certain dates be reserved for Entertainment Events. The Directors agreed to set aside November 11th, Veterans Day; November 15th, happy hour; December 10, 2017, Christmas Show; January 14<sup>th</sup>, to be announced; and February 14, 2018, Valentine's Day.

**Table Ticket Sales:** Entertainment Committee Chairperson, Cathy Jageler, presented a proposal regarding the sale of four or six tickets for an eight person table. The Directors tabled discussion and suggesting the proposal could be implemented by the office staff without a new policy being written.

**Web Site:** President Pat Clark asked the status of previous discussions regarding the creation of a new Dreamland Villa website focusing on selling the Community. A variety of options were discussed. The Website Committee requested a joint meeting with the Directors to develop a strategy for a possible new home page using Word Press to maintain portions or all of the newly designed website.

**Administrative Policy & Procedure Update:** Policy Committee Chairperson, Char Grande, stated she had given President Clark a flash drive with all known policy and procedure changes and requested President Clark have someone verify that the changes were complete.

**Unauthorized Gate in Farnworth Hall Fence.** Building and Grounds Committee Chairperson, John Pawloski, Sr. addressed the unauthorized removal of a section of the Farnworth Hall block fence. The Directors discussed measures that could be taken to address the destruction of the fence believed to be owned exclusively by the Dreamland Villa Retirement Community.

**Bocci Ball Court Carpet Replacement:** Outdoor Committee Chairperson, Dave Senke, presented a report showing the Bocci Ball spaghetti dinner raised a net of \$1,032. Bocci Ball has received additional donations of \$100 and \$500 for court carpet replacement. Dave asked if the Directors would commit to replacing one Bocci Ball court's carpet, estimated cost \$4,600, by November 1, 2017. The Directors discussed advancing the necessary money from the Misc. Restricted Donations to replace the carpet; the funds being replaced by another Bocci Ball special dinner fund raiser in either November or December 2017 and the January 2018 net High Tea proceeds.

**Adjourned:** 10:45 a.m.

Submitted by Ward Jennings, Secretary