

Dreamland Villa Retirement Community Board of Directors
October 3, 2017, Approved Study Session Minutes

Welcome: Deb Rychlak, President.

Pledge of Allegiance.

Call to Order: 6:35pm

Roll Call: Ward Jennings, Secretary

Present: Deb Rychlak, Johna Sharp, Ann Lopez, Donna May, Ward Jennings, and Laura Suman. Patti Rockwood's absence was excused.

Old Business:

Study Session and Board Meeting Attendees: A member stated persons without kee cards are not permitted to attend Study Session and Board of Director meetings. Ward Jennings, Secretary, advised that based on advice from legal counsel who reviewed the DVRC governing documents and Arizona Non-Profit Revised Statutes, residents who do not have a kee card may attend non-voting meetings.

Bocce Ball: Ward Jennings, Secretary, proposed revising the Board of Directors April 11, 2017 motion to replace one Bocce Ball court's carpet when the Bocce Ball players have raised sufficient funds to replace the carpet.

New Business:

Reserve Study ad hoc Committee: Gayle Dixon, Committee Chair, provided a preliminary report identifying facilities and equipment that needs to be replaced. A copy of the report may be obtained at the office by completing a Documents Request Form. Gayle said he will provide an EXCEL file listing the facilities and equipment that needs to be replaced by year with the estimated cost for each.

Budget Task Force ad hoc Committee: Kim Rogers, Chair provided various proposed documents for the 2018 annual fee statement mailing. A copy of the report may be obtained at the office by completing a Documents Request Form.

September 2017 Actual to Budget discussion: Ward Jennings, Treasurer, stated that the September 2017 actual income was \$6,086 greater than budgeted and expenses were \$4,464 less than budgeted. Compared to the previous eight months, expenses were \$10,000 lower because DVRC has two fewer employees and no longer incurs marketing expenses for Farnworth Hall's outside rentals.

October 18, 2017 Community Open Forum: Two committees proposed substantially different messaging to promote the October 18th event to non-members. Since there is not sufficient time now to advertise this meeting Ward suggested that the Directors cancel the meeting.

Office Staffing: Director Donna May stated that additional paid administrative staff is needed to assist in the office.

Reminder: Deb Rychlak, President, reminded all committee chairs that they should be present at the each monthly Board meeting and provide a written report to the Secretary.

Policies Committee: Deb Rychlak, President, announced her resignation as Chairperson of this committee citing the potential appearance of a conflict of interest.

Committee Chair Appointments: Deb Rychlak, President, stated that at the October 10, 2017 Board Meeting she intends to appoint Donna May and Johna Sharp to be Co-Chairs of the Policies Committee, Donna May to be the Chair of the Personnel Committee and Patti Rockwood to be the Chair of the Advertising Committee. Deb further stated she would like to appoint co-chairs for both the Compliance Committee and the Strategic Planning Committee. However, no one has yet been found who is willing to serve.

Pool/Spa Opening Hours: Deb Rychlak, President, suggested that language be added in the governing document to state the pool/spa hours of operation.

Entertainment/Farnsworth Hall Committee: Cathy Jageler Committee Chair:
TAD Management has leased Farnsworth Hall for eight 2018 concerts paying DVRC \$700 per concert. DVRC will receive additional income from DVRC operated concessions.

Cathy asked the Directors to establish an Entertainment Expense budget line item for \$300 per month to cover the costs of Times Management to advertise in multiple venues DVRC entertainment and other activities.

Nominating ad hoc Committee: Jackie Orth, Chair, stated that the committee now has five members and will advertise for director candidates in the November and December 2017 issues of the *Citizen*.

Annual General Membership Meeting 2 pm, January 9, 2018:

Ward Jennings encouraged the interim Directors who are going to be nominees for 2018 Director seats to schedule time off from work in order to attend the annual meeting. Earl Munday, Parliamentarian, stated the governing documents did not require a Director candidate to be present at the annual meeting.

Earl Munday, Parliamentarian, suggested the By Laws could be simplified by moving certain items to the Administrative Policy and Procedures. Earl will draft proposed revisions.

Library Committee: Deb Rychlak, President, proposed a new Library Committee.

Camera Security System: Gayle Dixon said he will research pricing for security cameras to be placed in the various throughout DVRC's facilities.

Future Study Sessions and Board Meetings: Deb Rychlak, President, stated that future Study Sessions and Board Meetings will be held at 6:30 p.m. in Farnsworth Hall the first and second Monday's respectively.

Adjourned: 9:00 pm

Submitted by Laura Suman, Assistant Secretary, edited by Ward Jennings, Secretary