

**Dreamland Villa Retirement Community Board of Directors**  
**MINUTES for the October 11, 2022 9:30 a.m. Meeting**

**Welcome:** Steve Malone, President

**Pledge of Allegiance**

**Call to Order:** at 9:34 am by President Malone,

**General Announcements:**

**Roll Call:** Ward Jennings, Secretary. Present were Directors Joyce Canino, Patti Hanks, Steve Malone, John Pawloski, Sr. and Ward Jennings.

**Ratification of Minutes:** Steve Malone ratified the June 14, 2022 Board Meeting Minutes and all the directors ratified the October 4, 2022 Study Session Minutes.

**Treasurer's Report:** Ward Jennings, Treasurer

**Office Manager and Standing Committee Reports:** Office Manager and Policy and Procedures Committee reports were provided.

**OLD BUSINESS:**

**2023 Annual Fees:** After extension discussion, the 2023 annual fees shall remain unchanged at \$190.

**Credit & Debit Card Fees:** Joyce moved to add an approximate 3% fee for all credit and debit card charges. Motion approved unanimously.

**Payment Plan Fees:** Ward moved to rescind the April 12, 2022 Board of Directors meeting motion to add a \$5 per payment plan processing fee. Motion approved unanimously.

**Posse Lease:** John made a motion to reaffirm the April 12, 2022 vote to reduce the Posse Lease to \$12 per year and refund \$588 previously paid. Motion approved unanimously.

**Study Session Format:** John moved to rescind the March 20, 2020 Board of Directors meeting motion changing the Study Session Format. Commencing with the October 4, 2022 Study Session the format shall once again have the Call to Order, Pledge of Allegiance and roll call. Study session minutes shall be posted to the website but shall not be published in the *Citizen*. Motion approved unanimously.

**NEW BUSINESS:**

**Budget & Accounting Policy:** Ward moved to amend the Budgets and Accounting Policy, adopted 10/20/2020, Paragraph II. 3. a. changing the threshold for capitalizing a purchase from \$3,000 to \$2,500 to align with the IRS criteria. Motion approved unanimously.

**Committee Chairs and Board Coordinators:** John moved to provide the Board's advice and consent to President Malone's appointments of new Committee Chair: Amy Forester - Policy & Procedures, Christie Robbins - ad hoc Veterans Day, and Board Coordinator Ward Jennings - Residential Sales and Marketing, and Compliance. Motion approved unanimously.

**Canopy at Read Hall Pool/Hot Tub Area damaged in windstorm:** John moved to authorize replacement of the damaged canopy at a cost not to exceed \$5,000. This approval shall allow work to be scheduled with a six to eight week order time. Expect insurance carrier to reimburse or pay for the cost; DVRC deductible is \$2,500. Motion approved unanimously.

**Farnsworth Hall House Electric Meter:** The possibility that DVRC would install a sub-electrical meter for the pool/hot tub area at Farnsworth Hall was tabled.

**By Law Changes:** Patti moved that the Directors approve a December 3, 2022 Special Membership Meeting at 9:00 am, Farnsworth Hall. The agenda shall be to ask the members to approve By Law changes recommended by the directors: (1) increase the Board's size to seven directors, (2) change the regularly scheduled annual meeting to January of each year, (3) increase the nominating committee to three members and (4) change the election of candidates to the second Tuesday of January of each year. Motion approved unanimously.

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**Ratify Board of Directors Actions:** Since July 16, 2022, the newly seated Directors initiated emergency measures to address DVRC problems. John moved to ratify the Board of Directors actions identified in paragraphs a to i. below. The motion to approve each ratification listed below was approved unanimously.

a. **CPA to file Annual Taxes:** Ratify the authorization for Treasurer Ward Jennings to sign a Representation Agreement with CPA Andrew Sarager. Colby & Powell LLC, authorize Treasurer Ward Jennings to enroll in the IRS EFTPS and to authorize that firm to file 2021's tax returns and DVRC to pay the 2021 IRS and AZDOR taxes as well as the 2022's quarterly estimated tax payments.

b. **Credit Cards:** Ratify the instructions to National Bank of Arizona to cancel the credit cards issued in the names of Jack Babb, Diane Fisher, Mary Newkirk and Teresa Moore and authorize one new credit card, limit \$2,500, to be issued in the name of Ward Jennings, Treasurer.

c. **Door Access System:** Ratify purchase of (1) new computer and operating system to run (2) the latest version of WIN-PAC, the key card door access system to replace the original system that had a corrupted database.

d. **Farnsworth Hall Internet:** Ratify restoring a CenturyLink internet line into Farnsworth Hall to support the DVRC camera system and pool access door updates to the key card reader.

e. **Order to Show Cause Lawsuit:** Ratify decision NOT to pay the Carpenter, Hazlewood, Delgado & Bolen LLP (CHDB) law firm's invoice: July 1st invoice - \$6,382.50, first August 1st invoice - \$7,889.54, second August 1st invoice - \$10,076.54 and the September 1st invoice - \$30,547.68 totaling \$54,896.26.

f. **Membership Suspension:** Ratify the suspension of the former directors Anthony Pagano and Johna Sharp DVRC membership for two years.

g. **VL Law Firm:** Ratify authorization for President Steve Malone to sign a General Representation agreement with the Vial Fotheringham LLP ("VF"), Christina Morgan, attorney.

h. **Springs Realty Lease:** Ratify the termination of the Springs Realty Lease by 12/31/22, if not earlier.

i. **Order to Show Cause Lawsuit:** Reaffirm the Directors' Executive Session decision to indemnify the defendants' costs of defending the meritless lawsuit CV2022-009362 and establish a Profit and Loss statement account to record donations to offset the cost of the defendants' legal fees.

**Adjournment at 11:10 am**

Submitted by Ward Jennings, Secretary