

NORTHTOWN HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
September 10, 2024

The meeting was called to order at 6:30PM. Jeannie reminded everyone to turn off cell phones. The Pledge of Allegiance was recited.

Directors Present: Jeannie King, Emmy Morales, Linda Barvitz, Naomi McCarthy, Dennis Franks, Frank Vance

Directors Absent: Susan Nusall

Also Present: Sharla Cook, Property Manager

Minutes Approval:

- Naomi made a motion to approve the August 13, 2024, Board Meeting Minutes. Jeannie made a correction to the second paragraph to her report after Dennis said he did not approve these revisions in prior meetings. Add: Jeannie said Dennis did approve them in prior meetings. and that the fine amounts under Architectural Control on page 2, are not correct. If you go 42 days past the deadline, the amount of the fine would be \$125 not \$375.

Linda made a correction on page 3 in Dennis' Motion: instead of "implementation of this _policy," change wording to "implementation of the Fine & Penalty policy."

- Naomi revised the motion to: With those corrections, I move to approve the August 13, 2024, Board Meeting Minutes. Jeannie seconded and the motion passed without objection.
- Naomi made a motion to approve the minutes of the Closed Hearing held on August 13, 2024. Linda seconded and the motion passed without objection.

Jeannie made a change to the Agenda, adding Activities Report. Naomi noted that Activities Report should be after all the Board Member Reports as it is not an official part of the Board.

President's Report:

Document Review Work Group: Jeannie listed the items the committee is working on:

- Election Committee – According to State Law (ARS10-3825), Sharla cannot be appointed Co-Chair, the Board must vote on it. It was suggested that since she is not a Member nor a Resident, that Elections Officer would be the title we could use.
- We have a Bylaw conflict with the CC&Rs regarding voting numbers needed to approve Capital Improvements. If we delete the Bylaw and stay with the CC&Rs, the conflict will be removed and will be more conservative.
- We need to add the Capital Improvements definition to the CC&Rs as it is first used there, then we can delete the definition from the Bylaws as it is then redundant. (One should always start at the top document and work down.)
 - o Linda & Naomi want to see current document and proposed changes before voting.
- Review Standing Committees and add Chartered to title.
 - o There was objection and discussion re adding "Charter" to name of committee.
- Approve waiting to enforce painting jobs until Oct 1 (one time exception or extend?)
- Revised Fine & Penalty policies and Schedule – approval has been tabled until November.

- Naomi suggested an asterisk at the top of the schedule, then at the bottom of the you could have the penalty for revoking use of pool and facilities.
- Combine and change fine amounts for both weeds, etc. & general to match. Therefore, you would need only one fine schedule.
- Linda pointed out incorrect of number of days between fines. Should be 15 days.
- Need for 90-day recidivism clause and how to facilitate – could use tracking log to implement.
 - Osselaer’s program tracks violations and fines – forever, would include recidivism – Put on agenda to vote to have Osselaer track.
 - Letters 1-4 only have 1 signature, think they should have a second signature, so a Board Member can double check.
- We are trying to have understandable, workable, court admissible, and enforceable documents. They need to be lawful and follow what we have voted on.

Vice President’s Report:

There has been Pool vandalism and have found drug paraphernalia – we are currently looking at security measures. Sharla suggested we post hours for pool use which would give the police extra ammunition to enforce “Authority to Arrest.”

Secretary’s Report:

Members’ Meeting September 17 – Refreshments at 6:30PM supplied by Koffee Klatch – Members’ Meeting at 7:00. Have received 3 speaker requests to be on the Agenda: Nora Curtin – PNP; Dave Ransom – Difference between CC&Rs, Bylaws & Just Rules; Jeannie King – Reserve Study.
Currently there are 5 homes listed for sale

Treasurer’s Report:

Financials have been good, Linda thought Osselaer’s **Cinc** Program, where homeowners can look at their own account, make payments, etc. is very good. Sharla walked both Naomi and I through the program. Sharla to write explanation of program for Newsletter. Homeowners will only have access to their own account, Board Members can see all accounts.

Architectural Control & Compliance Report:

Have only had 6 violations this month. Currently, palm fronds and pine needles need to be cleaned up. Painting violations have been put off until November.

Roads & Grounds Report:

Several months ago, we got bids to take out 2 pine trees and we used Sierra Sun. Their bid was the lowest because they don’t use a crane. We now have another dead pine tree and would again like to use Sierra Sun. This is the tree that had the owl’s nest in it. Emmy said it is illegal to take down a pine tree with an active nest in it. The owls have already fledged and have gone from the nest. Because it would delay us taking down the tree, could we forego getting a bid from Sierra Sun as long as the cost does not exceed \$1500. If it does exceed, could we do an Action without a Meeting? Naomi mentioned all would have to sign and one Board Member will be out of town so we couldn’t pass it that way.

- Frank made a motion to use Sierra Sun to remove the pine tree if the cost does not exceed \$1500. Naomi seconded and the motion passed without objection.

We have 3 bids to fill 3 potholes: Corner of Waltann & Waltann; corner at T-intersection of 22nd & 22nd; & behind the 6-plex: Romero \$800; All Pride \$875; Asphalt Restorations \$1450. Frank asked Sharla if she thinks either is better between Romero or All Pride. Sharla has seen the work of All Pride and thought they were very good. She had not seen the patching of Romero.

- Frank made a motion to have All Pride fill the potholes for \$875. Naomi seconded and the motion passed without objection

Activities Report:

There will Happy Hour on 4th Fri October – October 25 at the Pool Cabana.

Comments & Questions

Stephani Shink is interested in what we are doing about security. We are in the process of getting bids for cameras and possible locking systems. It will be a process as we are not exactly sure of what kind of system would be best for us. We do have a key challenge too. It is very disappointing.

- Frank made a Motion to Adjourn, Seconded by Naomi. The meeting adjourned at 7:40PM

Respectfully submitted,

Naomi McCarthy, Secretary