

The Refuge Community Association Inc.
Regular Board Meeting Agenda
March 3rd, 2021 at 4:00 P.M.
Location: Via Zoom

I. CALL MEETING TO ORDER

II. ROLL CALL - Meeting called to order at 4:04 by Rob Callaway.

- A. Board Members: Rob Callaway, Fran Delach, Dianna Soltesz, Gary Roundy, Dale Coalmer
- B. Management: Amy Telnes
- C. Members/Guests: Jeff Jennings

III. REVIEW PREVIOUS DRAFT MEETING MINUTES

A. Special Board Meeting - November 21st, 2021 – This will be reviewed at the next meeting In April.

B. Annual Meeting & Organizational Board Meeting

- A motion made to approve the distribution of the Refuge Annual Meeting minutes. The vote was 5-0 in favor.
- A motion made to approve the distribution of the Refuge Organizational Board Meeting minutes. The vote was 5-0 in favor.
- D Soltesz will send a signed version of both sets of minutes to A Telnes.

IV. REVIEW FINANCIALS

A. December 31st, 2020

- F Delach reviewed the financials through the end of December 2020. K Goddard assisted with an update QuickBooks that provided visibility to the money coming in and out of the Capital Reserves.
- Sun City has a \$15,000 deposit being withheld currently (retained from previous projects) but is expected to drop to \$10,000 (this is the standard amount for builders).
- R Callaway asked for details regarding the Legal Fees of \$20,000. The fees were related to foreclosures in 2020.
- Water costs increased 25% in 2021 due to leak and new landscaping.
- A motion was made to approve the end year financial review. The vote was 5-0 in favor.

B. 2020 Year End Oversight

- Amy Telnes asked for direction as to how to proceed with approved 2020 financials. Money was built in for an audit in 2020 (last audit was in 2010). A motion was made to conduct an audit in 2021. The vote was 5-0 in favor.
- The Board agreed to defer the selection of auditor to the Finance committee.
- G Roundy suggested that the selection of the auditor go out for bid.

V. COMMITTEE REPORTS

A. Finance

- A Telnes will organize bids for the Auditor of the financial audit.

C. Design Review

- The DRC meets on the first Friday of every month.

D. Security & Violations

- A Telnes received 114 Security surveys from the community.

- The Board agreed to leave the survey open for another week. A suggestion is to add an end date for submission for any future surveys.
- E. Newsletter & Publications
- D Soltesz provided an update on the Refuge HOA Website that has been revised. Next steps are to send the links to the Board members for final review before going live. R Callaway will also review the proposed note announcing the revised website to the community.
 - D Soltesz shared a request from Don Clark to send out a membership flyer on behalf of the Refuge Golf and Country club. Next step is for D Soltesz to send the flyer to the Board members for review. The Board will then determine if the flyer will be sent out to Refuge POA residents.
- F. Governing Documents
- Peggy Delach is the new the lead of the committee.
 - P Delach has been working on the design review guidelines.
 - Penny Koepke, Legal Counsel, was to work at providing the “ballot/language” for the CC&R mailing.
 - It was agreed that that a cover letter with polished version of the CC&R’s will be sent to the community via mail along with a ballot form. A copy of the CC&Rs with the documented/tracked changes will be posted as well include a due date for a response. A motion was made to approve this approach. The vote was 5-0 in favor.
 - The CC&R’s will include a self-addressed stamp envelop to make it easier for residents to return to A Telnes.
 - D Soltesz will review table of contents to see if it can be created based on the headings in the CC&R document.
- G. Landscape
- J Jennings provided a brief update:
 - The wall (South gate) should start in the next two weeks and the grading permit is still outstanding.
 - G Pitchford is working on quotes for the signs.
- H. Golf Course Advisory
- Discussions between the Refuge Golf Course and the Golf Course Advisory committee were on hold over the holiday.
 - Recently, the Refuge Golf Course has stated via a email that it does not want to proceed further with the discussions. This committee is now dormant.
- I. Community Events
- DS to provide the costing for the various items (e.g. trifold, bags etc.) that will make up the Welcome bag.

OLD BUSINESS

There was no old business issues to discuss.

VII. NEW BUSINESS

- A. Discuss Adding Pigmy Palms to Plant List
- A landscape architect needs to be engaged to review the current offerings. Palms can attract mice/rats but Pygmy plants do not.
 - F Delach suggested that owners need to clearly understand what palm plants are acceptable.
 - The DRC will provide a recommendation on the current list and determine if the Pygmy is included.
- B. The Landscape Committee requested to change its name to Landscape, Roadway and Common Area Committee. Retitle was approved.
- C. D Soltesz raised concern regarding the community liability if someone is injured on Refuge common property (brought forward by Greg Kalagian).

- Example discussed if a golf cart flips in common area – can we be named in the suit and indemnified for golf cart ownership?
- The Policies and Procedures will be reviewed to determine if this topic is already addressed.
- The board agreed to send an email reminder that driving on vacant lots is prohibited.
- Security/Violations committee to make a recommendation based on review of the Policies and Procedure.
- Also need a process for enforcing the rules that are in the current documentation.
- A Telnes will pose question to the insurance company.

VIII. BOARD MEMBER INPUT

IX. HOME OWNER INPUT

X. SCHEDULE NEXT BOARD MEETING

A. The Next Board Meeting will be held on April 7th, 2021 at 4:00 P.M.

Location: Via Zoom

Board Meetings are held the 1st Wednesday of each month at 4:00 PM.

ADJOURN OPEN SESSION / ENTER EXECUTIVE SESSION

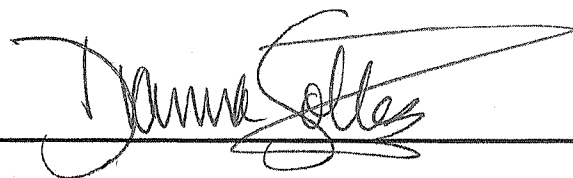
(as per the provisions made in the Arizona Revised Statutes 33-1804 Sub-section A, Items 1 through 5)

The open meeting was adjourned at 6:10 pm. The Executive session was not held as there were no topics to cover.

- A. Delinquent Accounts
- B. Enforcement Matters / Violation Appeals
- C. Legal Matters
- D. Association Contractor/Employee Matters

Signed this day, 11th day of April

By:



Dianna Soltesz, Secretary