



**Minutes of the Board Meeting  
held on August 25, 2022  
via Google Meet, 6:00 to 8:00 p.m.**

1. **Call to Order:** N. Ceccarelli asked for a roll call at 6:00 p.m. and then called the meeting to order at 6:05.
  
2. **Attendees:** Board members: N. Ceccarelli, D. McFarland, D. Vlastic, C. Peachey, C. Barney, J. Levin, P. McCawley, S. Togneri, and K. Whitmire. Other members: M. Shelburne, R. Kling, J. Rossbach, K. Tribby, J. Browning, B. Crouch, E. Ahearn, G.&S. Barton, T. Miller, B. McFarland, D. Lovins, T. Smith, E. Wise, R. Buesgens, R. Barfield, C. Leopard, and one additional phone number.
  
3. **Old Business**
  - a. **Voted to approve the minutes of the Aug. 11 meeting.** D. McFarland motioned, J. Levin seconded. There being no further discussion, a roll call vote was taken and the motion carried unanimously.
  
  - b. Transfer of information etc. from former caretakers and board members.
    - i. Officers reported they believe they have all necessary information and materials. Everyone is still getting up to speed.
    - ii. Board members agreed to having hlrpoa email addresses set up for each member for conducting board business.
    - iii. Discussion of the website tabled.
  
4. **New Business**
  - a. Financial report (D. Vlastic)
    - i. Checking balance \$30,958.15
    - ii. Savings balance (representing Association reserve account) \$21,021.14
    - iii. We have spent \$12,614.20 so far this year.
    - iv. We have overspent our budget in two categories: Legal and Mailings.
    - v. We appear to have 16 lots in arrears.
    - vi. Our fiscal year is the calendar year.
    - vii. There is a \$50 payment for AZ income taxes.
  
  - b. Road maintenance
    - i. M. Shelburne reported that if Dustin's estimates (approx. \$4K, details previously emailed to the board) are approved, Dustin can come Tuesday or Weds next week (Aug. 30/31) provided the rains let up. However, there has been more rain and damage since those estimates, so he suggests that Dustin be asked to

provide further estimates when he is here and conduct the additional work to make roads passable while he has the equipment here. Several areas need attention.

- ii. D. Vlastic reported the amounts left in the budget: \$10,100 for road grading; \$6200 for road repairs; and \$2900 for damage prevention.
- iii. It was clarified that Dustin will be coming in with a dozer and backhoe to do patchwork repairs, not grading. Grading will be done later, after monsoon season.
- iv. We have authority to use budgeted funds without further meetings; if we need an emergency meeting to authorize more funds than budgeted, we can.

c. SOPs for board

- i. We would like to work together to come up with procedures that allow member input on a regular basis and allow us to readily conduct business.
- ii. Do we have any SOPs from the past rather than starting from scratch? C. Peachey will look through files.
- iii. Our goal will be to distribute agendas 5-7 days before a meeting, so please send agenda items to President and Secretary 10 days before a meeting.

5. **Next Meeting Date:** Thursday, Sept. 8, 6 p.m. was suitable to all. We have much to put in place. Proposed agenda items: director term lengths, consideration of committees needed, and update on road conditions.
6. **Comments for the Good of the Order:** No board members had further comments.
7. **Adjourned** at 7:04 p.m. P. McCawley motioned, D. McFarland seconded. There being no discussion or objection, the meeting was adjourned.

Submitted by Claire Peachey, HLRPOA Secretary