

**Continental Country Club
Homeowners Association
Regular Meeting of Board of Directors
July 23rd, 2014
2:30 p.m.**

1. **Call to order** – Bob Prida, President, called the meeting to order at 2:29 p.m.

2. **Roll Call** – Judi Barrett of Membership Services called roll. The following directors were in attendance: Babb, Kleiner, Malmstone, McGrath, Prida, Rehn, and Zweifel (ex officio). Directors Terry Lacy and Ed Szkaradnik were absent. A quorum was announced by President Prida and the meeting proceeded. Others present at the meeting were staff members Goitia, Carmichael, Wright, Plattis, and Barrett. Homeowner Vicki Duncan was also present.

3. **Approval of Agenda** – The agenda was presented and reviewed. President Prida requested to modify the Agenda so that Bobby Goitia's Manager Report to Discussion Item #7.
 - A. **Director Babb made a motion to accept the agenda as amended. The motion was seconded and carried unanimously. (MSCU).**

4. **Homeowner Participation/Correspondence** – Sandy Scott commented that the deadline for applying for a Board of Director was too far out and not advertised enough.

5. **Approval of Minutes**
 - A. Secretary Rick Rehn made a motion to approve the minutes as presented. The motion was seconded and carried unanimously. (MSCU).

6. **Association Manager Report**
 - A. Association Manager Bobby Goitia reported on the 4th of July festivities. There was a little rain delay but it went off very well. Goitia also reported that the second Town Hall Meeting had a very large turnout. Goitia also reported on the Dam Inspection Report he received from the state of AZ for Lake Elaine. The gate valve was not closing and we had to spend \$20,000 to fix it.

7. **Discussion / Standing Items**
 - A. **2015-2016 Proposed Assessment Increase Campaign**
 - i. President Prida requested that the board allow the Assessment Committee to operate as a committee with board endorsement as long as they follow guidelines. **Director Babb made a motion to allow the Assessment committee to proceed as warranted for the campaign vote. The motion was seconded and carried unanimously. (MSCU).**
 - ii. **Director Kleiner made a motion to approve the Annual Lot Assessment increase rate at 20% the first year and 15% the**

second year. The motion was seconded and carried unanimously. (MSCU).

- iii. Homeowner and Assessment Campaign Member Stephen Brown presented the big points of the campaign. These points included an aggressive but strategic time line for the committee to work within, as Sept. 6th would be the date of the special meeting for the vote and which ballots for the vote would be counted. Stephen also presented the platform for the campaign; property values.
- iv. Stephen Brown presented the 3 methods by which the Assessment Campaign Committee would disseminate information about the Assessment Increase
 - Grassroots Technique – Have volunteers go door to door talking to their neighbors
 - Written communications to be sent out via email, mail and posted on our website
 - Weekly Town Hall Meetings and open small group meetings
- v. Krista Renning showed campaign shirts and matching flags that were passed out to volunteer Team Captains.
- vi. Vice President Malmstone stated that the campaign would have a phone bank and asked for additional volunteers.
- vii. The Assessment Committee presented a draft of the “Letter to the Homeowner” document that would be mailed out to homeowners regarding the Assessment Increase. Board suggested changes to the third paragraph of the letter, so that it would be more specific about how and when the single family homeowners may vote on the assessment.
- viii. **Secretary Rehn made a motion to accept the letter as amended by the board (MSCU)**

8. Action Items

A. Finance Committee Report

- i. January/February 2014: Controller Carmichael reviewed the following financial reports:
 - Income statement – June 2014
 - Income statement – Golf – June 2014
 - Statement of Cash Flows – Year to Date, June 2014
 - Income statement – June 2014
 - Income statement – Year to Date, June 2014
 - Income statement – Golf – June 2014
 - Income statement – Golf – Year to Date, June 2014
 - Statement of Cash Flows – Year to Date June 2014
 - Statement of Cash Flows Total Year
- ii. **Secretary Rehn made a motion to approve the Finance Committee Report as presented. The motion was seconded and carried unanimously (MSCU).**

B. Review of and Amendments to the Articles in Bylaws

- i. Article II section 2.3a *Nomination Committee*; eliminate
- ii. Article II section 2.3b *Application* - Amend so that the time frame for submitting an application to run for a position on the Board of Directors be extended to forty-five (45) days.
 - **Secretary Rehn Made a motion to approve the above amendments to Article II section 2.3 a and 2.3b. The motion was seconded and carried unanimously (MSCU).**
- iii. Article II section 2.4 *Election & Term* - Amended so that it would require a member to be in good standing with CCC in order to run for a position on the BOD.
- iv. Article II section 2.5 *Removal/Resignation* – Amend so that the term “for cause” in the first line “Any Director may be removed, **for cause**, by a two-thirds vote of the Directors present...” will be further defined to include the act of a board member being absent for no less than 3 monthly BOD meetings.
 - **Vice President Malmstone made a motion to approve the amendments to Article II section 2.4 and 2.5 as described above. The motion was seconded and carried unanimously (MSCU).**
 - All amendments to the Bylaws pending approval from Association Counsel

C. NAU Tennis Contract

- i. The board approved NAU’s continued use of CCC Tennis Courts for 2 more years at \$10,000 a year.
- ii. The Board approved a “Cookie Jar Fund” for the Tennis Program that would entitle incomes collected from Tennis Memberships to be held in a separate, restricted fund, to be used by the Tennis Program, for the maintenance and enhancement of the courts. The motion was seconded and carried.

9. Reports

A. Event Committee

- i. Director McGrath requested that the board revisit the use of CCC event space by the restaurant and determine a cost for its use

B. Recreation

- ii. **Tennis**: Director of Tennis Greg Kleiner reported on the day-to-day difficulties of orchestrating the availability of tennis courts during the high season, so as to give equal and fair use of courts by members and tennis programming, without conflict.
- iii. **Pickleball**: Homeowner and Pickleball Member Michael Botwin reported that the Pickleball Program was strong with 72 members,

playing 6 days a week. He also stated that CCC had the only Pickleball program in town

- iv. **Golf :** Director of Golf, Brian Wright reported that he has introduced additional golf specials in attempt to bring more people back to the course, especially on Sundays and so far has been successful. Wright also stated that they were tracking return players. In addition, he received very positive feed back about the state of the golf course the day after 4th of July.
- v. **Flagstaff Golf Maintenance Company:** FGMC Superintendent Jeff Plattis reported that FGMC is operating under budget to date. Monsoons have brought a lot of rain but there have only been minor washouts. All Maintenance was up to date and their current focus is weeding and mowing. He also reported that the water had been on in Lake Elaine since July 5th.

D. Lakes

- i. Mr. Zweifel, General Manager, Wyndham Flagstaff Resort reported on the maintenance of Walnut Canyon Lakes. He stated that he fired Golden Landscaping and hired Warners Nursery instead to care for the Walnut Canyon Lakes. Warners is also in charge of irrigation clocks. He stated that Walnut Canyon Lakes is starting to look good again.
- ii. Bill Babb reported that Lake Elaine is low and starting to show the island that is in the middle of the lake. He also stated that he would like to see if the court order can be amended so that we can take out the apron and allow us to drop the water level.

10. Annual Meeting

- i. The board addressed topics that may come up during the Annual Meeting

11. Adjourn. There being no further business, the meeting was adjourned at 4:45 p.m.

Respectfully Submitted:
Judi Barrett, Membership Services