



SADDLEBROOKE VILLAS ASSOCIATION NOS. 35, 35A, INC.

SaddleBrooke 2 Villas 35/35A Board Meeting

January 24, 2024 2:00 PM
SaddleBrooke Two Catalina Room & Zoom
38735 S Mountain View Blvd
SaddleBrooke, AZ 85739

MINUTES

Directors Present

John Ryan - Director at Large
Russell Soderberg - President
Allan Cunningham - Secretary
The Morgan Trust - Treasurer

Directors Absent

None

Additional Attendees

Dawn Lee, Community Manager, and Elaine Penman, Regional Director, representing FirstService Residential.

I. CALL TO ORDER

The meeting was called to order at 2:05pm by Board President, Russ Soderberg.

II. INTRODUCTION OF BOARD, FIRSTSERVICE STAFF & NEW MEMBERS

III. MINUTES

A. NOVEMBER 29, 2023 MINUTES

A motion was made and seconded to approve the November 29, 2023 Minutes.

Motion: The Morgan Trust

Second: Allan Cunningham

► **Resolved**
The motion passed unanimously

IV. FINANCIALS

The Treasurer's Report was reviewed by Greg Morgan.

V. REPORTS

A. MANAGER'S REPORT

The Manager's Report was reviewed by Dawn Lee, Community Manager.

B. COMMITTEE REPORTS

Nominating Committee: There are four volunteer candidates for the three positions on the Board. The Annual Meeting Packet, with candidate bios, will be distributed via USPS mail the week of 2/12. The Annual Meeting Packet will also be distributed via Vote HOW Now for online voting from March 4 to March 25th.

Pest Control Committee: Annual interior termite inspections were scheduled for 2/20, 2/21 and 2/22, with follow-up as needed.

Landscape Committee: Stone brushback and more weeding to be followed up on. Do not plant trees or plants on the Common Areas, as this is the Association's responsibility.

VI. READ INTO MINUTES UNANIMOUS CONSENT VOTE

- On January 13, 2023, the Board, by unanimous consent, approved reimbursements to homeowner Carol Shiplock in the amounts of \$350 and \$340 which she paid, having been billed to her directly by Northwest Exterminating.

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. 2024 PAST DUE FINES REVIEW & DISCUSSION

Reviewed, no actions.

Management Recommendations: Request a draft policy to include an automatic waiver approval of soft costs in the amount of \$5 or less.

B. PEST CONTROL POLICY REVIEW & DISCUSSION

Reviewed, no actions.

Management Recommendations: Forward draft to Association's attorney for review.

C. "WHO'S RESPONSIBLE" DIVISION OF RESPONSIBILITY LIST REVIEW & DISCUSSION

Reviewed, no actions.

Management Recommendations: Forward draft to Association's attorney for review.

D. 2024 NWL SERVICE CONTRACT REVIEW & DISCUSSION

A motion was made and seconded to approve the Northwest Exterminating proposal of \$7,483 for annual termite treatment services and the Northwest Exterminating proposal of \$1,444 monthly for monthly exterminating services.

Motion: John Ryan

Second: The Morgan Trust

► **Resolved**
The motion passed unanimously

IX. SCHEDULING OF NEXT BOARD MEETING

- Wednesday, February 28, 2024, 2:00pm, Catalina Room, "Meet the Candidates" (no board meeting)
- Wednesday, March 27, 2024, 2:00pm, Catalina Room, Annual Meeting & Organizational Meeting
- Wednesday, April 24, 2024, 2:00pm, Catalina Room, Board Meeting

X. BOARD COMMENTS

None.

XI. ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 3:27pm.

XII. HOMEOWNER FORUM - ALL ITEMS

APPROVED	DATE