

**Fountain Hills Community Association**  
**Board of Directors Meeting**  
**February 6, 2020**

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Upcounty Regional Services Center on Thursday, February 6, 2020 at 7:30 p.m.

**Board Members Present:**

Harry Matchett, President  
Sherry Lee, Vice President  
JoAnn Windsor, Treasurer  
Hari Donthi, Director  
Nicolm Mahabir, Director

**Also Present:**

Bryan Hahn, Community Manager

**Board Members Absent:**

Frank Walsh, Secretary  
Swee Teo, Director

**A. CALL TO ORDER**

The Board of Directors Meeting was called to order by Harry Matchett at 7:30 p.m.

**B. HOMEOWNERS FORUM**

1. Nick Mahabir questioned the timing of the next flower planting. Harry Matchett said the landscaping company anticipates planting flowers around Mother's Day, weather dependent.
2. Chris Jones of 18849 Porterfield Way inquired about a home office. Management will provide Mr. Jones with the appropriate section of the covenants.
3. Hari Donthi wanted to make sure the paving project was moving forward.
4. Sherry Lee mentioned in the condominium section of the community there have been incidents of egging of cars and buildings. Also, car mirrors have been damaged with baseball bats. She has advised residents to contact the police. She requested Management contact the condominium's management company.

**C. MINUTES**

January 2, 2020 Board of Directors Meeting Minutes

**MOTION:** (Harry Matchett/Sherry Lee) Approve the January 2, 2020 Board of Directors meeting minutes as edited by Harry Matchett.

**VOTE:** Motion Passed – 4 ayes/1 nay (Nicolm Mahabir)

**D. MOVE INTO EXECUTIVE SESSION**

**MOTION:** (Harry Matchett/Sherry Lee) Move into Executive Session at 7:45 p.m.

**VOTE:** Motion Passed – Unanimous

**E. RESULTS OF THE EXECUTIVE SESSION**

The Board discussed delinquent accounts with its collection attorney and took action on a delinquent account. The executive session ended at 9:15 p.m.

**F. OFFICERS REPORTS**

President's Report

Harry Matchett had the following comments:

1. In the past, there have been issues with the timing of the budget process. The budget timeline that he wants to follow is:

March Meeting - The draft budget is approved for distribution to homeowners.

April Meeting – The Board will receive homeowner comments on the draft budget.

May Meeting – The Board will approve the 2021 budget.

2. In September 2019, there was a payment to RSV Pools for \$5,046.84. The previous Board raised issues with the invoice and the prior community manager was supposed to follow up on the issues. This matter was brought up again in December 2019. Please provide an update on the status by the next meeting.

3. Last month, Mr. Matchett deferred his financial questions until Bryan returned from paternity leave. He previously mentioned Ralph was to discontinue the Comcast service to the pool house after Labor Day. There are still Comcast charges in both the November and December financials.

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4. On November 26, 2019 there is a check to RSV Pools in the amount of \$1,449.08. He did not recall the Board approving any invoices for RSV Pools. Please circulate a copy of the invoice.
5. There was an error in the spelling of a candidate's name in the HOA election ballot. Management corrected the spelling and sent the corrected ballots out to the homeowners with a notation the original ballots would be accepted as well as the replacement ballots. The Board was informed there would be no charge for the correction and remailing. On November 26, 2019, there is a charge of \$1,191 to print and mail the ballot correction letter and ballot. The charge is recorded in account 6100. Mr. Matchett did not see the reimbursement recorded in either the November or December financials.
6. After last month's meeting, Jason provided a letter from the collection attorney related to Mr. Matchett's question at the December Board meeting regarding a bad debt write off. The collection attorney letter states "The amount of assessments due, that were not secured by a judgement, would not be worth proceeding with a law suit. Therefore, we recommend putting this file into an inactive category."

The Board determines the Association's bad debts and not Management. The Board could decide to turn the remaining account balance over to a contingency fee based collection agency. Also, there is a tremendous difference between the remaining balance per the collection attorney of \$465 and the bad debt write off by Management of \$3,381.17. Please follow up with accounting.

#### **G. UNFINISHED BUSINESS**

1. Pool House Roof Repairs  
The Board discussed the contingencies related to its approval of the cupola roof replacement last year. Management is going to check their records regarding communication with the roof contractor.
2. Pool Contract and Fountain Contract  
Management is awaiting the fountain contract proposal from one of the vendors.
3. Asphalt Repairs  
Management did not have proposals for asphalt repairs. There was a discussion of the scope of work required. Management will have proposals prior to the March meeting.

#### **H. ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING**

**MOTION:** (Harry Matchett/Sherry Lee) Adjourn the Board of Directors meeting at 9:30 p.m.

**VOTE:** Motion Passed – Unanimous