

**Prescott Country Club Property Owners Association
Board of Directors Meeting
www.pccpoa.com**

Wednesday, December 4, 2019

The following Minutes will be approved subject to corrections at the next Board Meeting.

Next Meetings/Events:

- 2020 BOD Organizational Meeting: Monday, January 6, 2020 at 6:00 p.m.
- Next BOD Meeting: To be Scheduled at 1/6/2020 BOD Organizational Meeting.
- Next Gen Member Meeting: To be Scheduled at 1/6/2020 BOD Organizational Meeting.

Date & Time:

Pursuant to Section 7.0 of the POA Bylaws, a Regular Board of Directors Meeting was held on Wednesday, December 4th at 7:00 PM at the Property Owners Association Activity Center.

Officers and Quorum:

The President, Bob Heise, opened the meeting at 6:00 PM and Jennifer Lynch, took Minutes. The following additional Board Members were present: Al Zielinski, Gracelyn Palmer, Donna Chisum, Pauline Roll, Phil Rousselle, and Bill Fleming.

Minutes:

Jennifer Lynch stated there was a correction to the November 19th draft minutes. Under new business, "Remove BOD Officer" the members voted by secret *ballot*. Jennifer made a motion to accept the corrected November minutes without reading. The motion was seconded by Donna Chisum and passed unanimously.

Treasurer's Report:

Donna Chisum gave the Treasurer's report: looking for a different bank because of unnecessary fees to deposit checks.

Office Manager's Report:

Bob Heise -The 2020 Dues late fee billing will begin the first week of February. The late fee is \$15. Please be sure to pay the dues no later than January 31, 2020. Liens will be placed on properties that are three years in arrears in February if the account is not brought current by January 31, 2020.

Committee Reports:

- **Architectural:** Gracelyn Palmer – 2 permits issued: 1 Patio & 1 fence.
- **Budget & Finance:** Donna Chisum – covered in treasury report.
- **Building & Grounds:** Al Zielinski– Christmas lights were recently installed and lit after Thanksgiving by the Community Enhancement Committee. It's still work in progress due to vacations & other issues. Al is in the process of organizing the storage shed. Balta Landscape performed a final hedge trimming and leaf clean-

up on December 3rd and billed \$225. Al will also be replacing the smoke detectors soon and working on the Capital Program.

- **CC&Rs Enforcement:** Phil Rousselle – Still following up on the vehicle complaints.
- **Community Enhancement:** Al Zielinski / Jennifer Lynch: The front entry has been decorated for Christmas and was recently lit up. It's still a work in progress by the Community Enhancement Committee.

The 2020 Landscape Maintenance Contract was approved by the POA Board on November 19. Donna will be scheduling a meeting soon to meet with K-Ler Land Works to sign and execute the contract. The contract is for \$8,100 and covers all areas under POA control, the entry, the PCC Blvd. median, Turquoise Circle Median, the office and adjacent lots.

- **Community Relations:** Jennifer Lynch – Will be scheduling for next year's guest speakers. Community suggestions will be considered.
- **Events & Recreation:** Jennifer Lynch – The POA Cookie Exchange will be Sunday Dec 15, 2pm in the Activity Room. Bring treats to exchange and some to sample, hot cocoa bar will be provided. Sign up on Facebook, NextDoor, or contact the office for details.
- **Health & Safety:** Al Zielinski – The radar speed sign has been rotated and is currently Eastbound on Turquoise Circle near Hopi Trail. On the Clipper Wash, Earth Resources (ERC) has been awarded the contract to construct the repairs to the eroded bank. Yavapai County Flood Control met with the contractor yesterday for the preliminary construction meeting. They anticipate the start date to begin excavating to be 12-16-2019. The District and the design engineer will be out on the job site inspecting the progress of the work.
- **Nominating Committee:** Gracelyn Palmer – no report.

Unfinished Business

Final approval of revised Architectural Guidelines – Exterior paint guidelines were removed from revisions. Jennifer Lynch made a motion to accept the Architectural Guideline revisions, Bill Fleming second the motion and was unanimously passed.

New Business:

There is a Vacant Director Position. If you would like to be considered for the position please submit a short bio before 6pm January 8th, 2020.

Board meeting adjourns into Executive Session pursuant to Section 7.1.1.4 at 7:30pm: Office Managers review for period ending December 2019.

7:36 Reconvene Board Meeting for Action.

Donna Chisum made a motion to increase the holiday bonus amount for the office manager, Bill Fleming second and the Board passed unanimously.

Adjournment:

At 7:37pm Jennifer Lynch made a motion to adjourn the meeting The motion was seconded by Bill and the meeting was adjourned.

Jennifer Lynch, Secretary
Date Approved:

DRAFT