

**Board of Director
Business Meeting Agenda
November 27, 2017**

Members Present:

Gordon Lee, Dee Brown-Knoeppel, Don Calvert, Nancy Eckstein, Shirley Clark, Pat McGonegle, Chuck Warren, General Manager, Layne Varney

- I. Call to Order – President Gordon Lee called the meeting to order at 10:00 a.m.
- II. Minutes Review and Approval of October 23rd, 2017 Business meeting and executive session, November 13th, 2017 Agenda Planning meeting.
The October 23rd, 2017 Business meeting and Executive session were approved. The November 13th, 2017 Agenda Planning meeting was approved with the following corrections: 1) Members present – Add Gordon Lee; 2) Last paragraph should read Put in Agenda for discussion; 3) Change to read Recommendation of Tom Catri, patrol, to add 3-way stop signs on Championship north and south and SunBird Boulevard.
- III. Treasurer's Report – Nancy Eckstein
The Treasurer's Report was approved as presented.
- IV. Manager's Report – Layne Varney
The Manager's Report was approved as presented.
- V. Committee Liaison Reports – Board of Directors

Going Green Committee

Shirley Clark reported on:

- Committee met November 7, 2017. Discussion on: shredding truck scheduled for March 2018; textile bin and recycle bottle can.

Rules Committee

Don Calvert reported on:

- Committee met November 6, 2017. Discussion on; changes to rules booklet regarding signs; stop signs newly placed; study to be done on non-residents at outdoor recreation events; three- way stop at Championship Blvd. and SunBird Blvd.

Projects Review Committee

Delores Brown-Knoeppel reported on:

- Committee met October 11, 2017. Discussion on: ballroom walkway completed; restroom remodel bids being received; memorial walk; pickleball club limiting outside members; handrail; stairwell steps are deteriorating; handrail upgrade in stairwells.

ACC Committee

Pat McGonegle reported on:

- Committee met November 15, 2017. Discussion on: 52 permits approved; maintenance of homes.

Marketing Committee

Chuck Warren reported on:

- 38 new homeowners attended the welcome breakfast; planning another breakfast the first quarter of next year.

Finance Committee

Nancy Eckstein reported on:

- Committee met November 7, 2017. Discussion on: Horizon Room business increasing; all projects for year are almost complete; revisions to budget for next year; payment plan for Clubhouse room addition is in budget; auditor selection for next year.

VI. HOA/Golf Club Committee

Don Calvert reported on:

- Committee met November 14, 2017. Discussion on: this is first meeting since March; cost of over seeding; fundraising ideas; two year pro shop lease signed by HOA and golf course; algae cleanup on lakes; pond outside of Horizon room is point of concern; good cooperation between Golf Club and HOA; liaison report approved as presented.

VII. Rules Compliance Committee – Non-Resident Users

Don Calvert made a motion that any non-resident regularly participating in a SunBird outdoor activity be required to pay a fee of \$35 per year beginning in the fall for the 2018-2019 season.

Vote 6/1 Passed

VIII. Rules Compliance Committee – Stop Sign

Don Calvert made a motion to place three-way stop signs at SunBird Blvd. and Championship Drive.

Vote: 7/0 Passed.

- IX. Welcoming and Marketing Committee – New member request
Nancy Eckstein made a motion to postpone vote on membership appointment to the Committee until after the Board of Directors election.
Vote 6/1 passed
- X. Rental Property Study
Residents concerned with short term rental properties in SunBird. Board had discussion regarding the current rental property procedures. 149 homes in SunBird currently report they are rented. Some homes may not be reporting. Minimum time period for rental property was discussed. Other items were discussed. It was noted this process will take time. The Board will develop a plan to continue study.
- XI. Clubhouse Room Addition Status Report
Layne Varney reported the status of the clubhouse room addition to be completed this summer. Have met with engineers, contractors and inspectors. Engineers are finalizing plans. Contractor will provide a firm bid. Plans to be submitted to City of Chandler for a building permit. Bank loan will be finalized for construction to begin this spring.
- XII. Review 2017 Board of Director Goals
- 1) Continue the development and implementation of the Common Area Landscape Plan. Pat McGonegle met with landscape supervisor and Garden Club to develop a landscape concept for the common areas including new irrigation and low water use plants. The implementation will begin in 2018 and will be completed over a 5 year period.
 - 2) Review By-Laws and Book of Governance. Nancy Eckstein met with committees of the Board and reviewed both documents for revision and updating. The Board reviewed and revised both documents.
 - 3) Develop a Master Plan for Policies, Rules, Bylaws and Book of Governance. Don Calvert reviewed all documents of the HOA and developed a master schedule as to when each document should be reviewed by the Board.
 - 4) Develop 2-4 long range goals for future years' implementation (2019-2023). Dee Brown-Knoeppel met with the Planning Committee to compile ideas and potential long range goals. A list of ideas, one including the expansion of the clubhouse, and goals has been presented to the Board.
 - 5) Develop a plan for identifying and recruiting talented and "willing to serve" homeowners. Chuck Warren with Marketing and Welcoming Committee had breakfast orientation meetings for new homeowners. Explained how committees and boards work as volunteers and invited to get involved.
 - 6) Conduct a study that will evaluate current activities provided to homeowners along with exploring what types of activities new homeowners are most interested in. Shirley Clark met with the Activities Director and reviewed events. Studied activities from other neighboring communities. Will use party planning committees for themed dances and events for more involvement.

Board of Director's Unapproved Draft

7) Conduct tours of at least (2) homeowners associations located in the Phoenix area. Nancy Eckstein selected and three similar HOA communities similar to SunBird. The Board toured these places and met with other Board members, management staff and visited the facilities. Board met later to discuss the tour and ideas for SunBird.

XIII. Comment Sheets – Layne Varney

XIV. Homeowner/Board of Director Comments

XV. President Gordon Lee adjourned the meeting at 12:05 p.m.

Respectfully Submitted

Shirley Clark, Secretary