

Portillo Ridge Homeowners' Association  
**Board of Directors Meeting Agenda**  
*Wednesday, September 12, 2018 – 9:30 AM at Madera Vista*

**1. Call to Order**

**2. Homeowner Discussion**

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**3. Approval of Minutes**

- June 13<sup>th</sup> BOD Meeting
- June 15<sup>th</sup> BOD Workshop

**4. Acceptance of Treasurer's Report**

- June Financials
- July Financials
- August Financials

**5. Committee Reports**

- Architectural Review
- Audit
- Common Area Maintenance
- Food Bank
- Neighborhood Watch
- Nominating and Election
- Social

**6. Special Representative Reports**

**7. Management Company Updates**

**8. Unfinished Business**

- 2018 HOA Meeting Dates and Times
- Informational Meeting – October 24<sup>th</sup> ~ Finalize Agenda
  - Speaker
  - Ensure Secretary sends Agenda out 15-30 Days prior to the Meeting
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**9. New Business**

- Discuss Appointment of the Nominating and Election Committee
  - Must be Appointed in October BOD Per By-Laws
  - Committee Appointed for 1 Year
- Annual Meeting – January 23, 2019 ~ Draft Agenda
  - Guest Speaker Ideas

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**8. New Business (continued)**

- Discuss 2019 HOA Maximum Dues ~ Information Only
- Discuss 2019 Operational & Reserve Budgets ~ Approval at October BOD
- Discuss 2019 HOA Dues ~ Approval at October BOD
- Discuss 2019 Transfer Fees ~ If Necessary, Resolution at October BOD
- Discuss Reserve Study Financials ~ Approval at October BOD
- Rental Requirements/Fees
- E-mailing Voting Procedures
- Committee Meetings
- Mail Call
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**10. Adjournment to Executive Session ~ (If Required)**

**11. Adjournment**

- Next BOD Meeting ~ October 10<sup>th</sup> - 9:30 PM at Madera Vista
- Next Informational Meeting ~ October 24<sup>th</sup> - 6:00 PM at Las Campanas
- Next BOD Workshop ~ September 14<sup>th</sup> - 9:30 AM at Las Campanas