

Portillo Ridge Homeowners' Association

P.O. 37020, Tucson, AZ 85704

Website: www.portilloridgehoa.org ~ Email: portilloridgehoa@yahoo.com

Board of Directors Workshop

February 12, 2021

Board Members Present: Nancy Williams, President; Glen Barnes, Vice President; Wendy Strasser, Secretary and Jan Sink, Member at Large

Homeowners Present: One (1)

Call to Order: The BOD Workshop was called to order at 9:30 AM

Discussion Topics:

- Review of Duties/Responsibility Chart-2021
- Website -Jim Chisholm
 - ✓ Updated website with new board member information
 - ✓ Discussion regarding transitioning website to Stratford Management homeowner portals during 2021. Jim Chisholm to work with Zach Caldwell, IT at Stratford Management.
- Newsletter
 - ✓ Editor requested articles or suggestions for topics by the Board for the next publication.
- Protocols for rental properties.
- Dates for Zoom meeting with Association's legal counsel for legal training.
- Establishing gmail accounts for board members.

No other business related to the Portillo Ridge Homeowners' Association was discussed or acted on during this Portillo Ridge HOA BOD Workshop.

Adjournment: The workshop was adjourned at 10:45 AM.

Respectfully submitted,

Helen B Brown

Helen B Brown, CMCA
Director of Management Services/Community Manager-Stratford Management
For the Portillo Ridge Homeowners Association Board of Directors
