

# Portillo Ridge Homeowners' Association

P.O. Box 37020, Tucson, AZ 85704

Website: [www.portilloridgehoa.org](http://www.portilloridgehoa.org) ~ Email: [portilloridgehoa@gmail.com](mailto:portilloridgehoa@gmail.com)

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## **HOA Board Meeting**

**February 8, 2023**

**Las Campanas-Juniper Room, Green Valley, AZ**

**Present:** Nancy Williams, Glen Barnes, Steve Cripps, Nancy Cook & Cheri Golden

**Excused:** None

**Homeowners:** Two (2)

**Call to Order:** The meeting was called to order at 9:30 AM

### **Election of Officers:**

Offices for 2023 were elected as follows:

President: Nancy Williams Vice President: Glen Barnes

Treasurer: Steve Cripps Secretary: Cheri Golden

Member at Large: Nancy Cook

Glen Barnes will serve as ARC Chair

Nancy Cook will serve as Social Chair

### **Homeowner Discussion:**

- Homeowners present at the February 8, 2023 Board of Directors Meeting had no comments.

### **Approval of minutes:**

- A motion was made by Mr. Barnes, seconded by Mr. Cripps and carried to approve the January 11, 2023 Board of Directors Draft Meeting Minutes as submitted by Stratford Management.

### **Treasurer's Report:**

- As of February 16, 2023 there was \$203,000 in total CDs and \$6,400 in the Mutual fund account. There are CDs maturing in February, March, April, May and July of 2023.

### **Committee Reports:**

- Architectural Review: Mr. Barnes noted that there have been two submitted during the month of January.

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- Common Area Maintenance: Report was not available.
  - Food Bank: No report.
  - Neighborhood Watch: There remains a need for some block captains.
  - Audit: There is a need for a homeowner volunteer to serve as auditor.
  - Social: Ms. Judy LeClair will serve as Concern & Caring Chair and CJ Rhinehart will serve as Welcome Chair with Ms. Cook serving as backup.

**Special Representative Updates:** Mr. Barnes had no report.

## **Management Company Updates:**

- For the month of January there were no new homeowners.
- The Annual Meeting was held on January 25, 2023. There were a total of 63 memberships represented either in person or by absentee ballot. Nancy Cook and Cheri Golden were elected to serve on the Board.

## **Unfinished Business:**

- **Unpaid HOA Dues Update:** As of January 31, 2023 a total of \$21,252 had been received in 2023 Annual Assessments. Assessments totaling \$660 was received in December 2022 and were “recognized” in 2022. As of January 31, 2023 there was \$1,485 in delinquencies (9 members).
- **HOA Board Legal Training Date:** Tentative dates were March 30<sup>th</sup>, April 3<sup>rd</sup> of April 6<sup>th</sup>. President, Nancy Williams will reach out to Michael Shupe for his availability.

## **New Business:**

- **2023 Code of Conduct:** The new Board signed the 2023 Code of Conduct at the February 2023 Board of Directors Meeting.
- **Appointment of Special Representative to Green Valley Council:** Glen Barnes was appointed as special representative.

**Adjournment:** The meeting was adjourned at 10:46 AM.

- The next Board of Directors Meeting is scheduled for March 8, 2023. The meeting will be held by Zoom.

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