

Portillo Ridge Homeowners' Association
Board of Directors Meeting Agenda

Wednesday, March 13, 2024 – 9:30 AM at Las Campanas -Juniper room

1. **Call to Order** – President Postlewaite called the meeting to order at 9:30 am.
 2. **Note the quorum of the Board** – President Postlewaite noted all 4 board members are in attendance and a quorum is met.
 3. **Approval of Minutes** – Marge Garneau
 - February 2023 minutes – There was a change by Steve. Minutes accepted as changed.
 4. **Acceptance of Treasurer's Report** – Steve Cripps
 - Current financial report: \$215,000 in CDs, the renewal is 5 years, and we pay taxes on the interest earned.
 - Update 2023 Financials Annual Review – Gary Cook is doing the review.
 - Update 2023 Tax Information contacted CPA and agreed to \$400 to do Federal and State taxes and a compilation.
 5. **Committee Reports**
 - Architectural Review – Glen Barnes not in attendance.
 - Common Area Maintenance – Jim Chisholm reported the maintenance is current.
 - Neighborhood Watch – Will Smith not in attendance.
 - Social – Nancy Cook noted she set up the reservation for the 4th of July at Madera Vista potluck. Between noon and 4 pm. We will send out a flyer.
 6. **Management Company Updates** – Marge Garneau
 - Review inspection progress and next steps.- Everyone has received written notices. Lot 60, the empty lot, has not responded at all to anything. We will need to hire the work done.
 - BMO checking account signatures. Nancy, Steve and Gordon. Nancy will organize it. Steve moved that as long as we are within the approved budget, Marge can pay the bills without getting approval. Nancy seconded. Unanimous
 - Unpaid Dues – past due notices were sent out. There are two accounts have have not paid in 2 years. We will follow the statutes to file liens. Marge will contact the lawyer.
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7. Unfinished Business – President Postlewaite

- Board Secretary is needed. Steve moved to accept Cheri's resignation. Nancy seconded. Unanimous.
- Phone book – We need to get the phone book records and Marge needs to set up a way to update the pages.

8. New Business - President Postlewaite

- Appointment of 2024 Green Valley Council Representative - Glen said he would do this. Architectural. Nancy moved to ask Glen to continue in this position and serve as the chair of the Architectural Committee. Fred seconded. Unanimous. Marge will send email to Glen.

9. Member Comments

- Gordon thanked the people who attended the meeting and noted he is trying to keep the meeting to an hour.

10. Adjournment

- Gordon moved to adjourn at 10:45 am. Fred seconded. Unanimous

Next HOA BOD Meeting ~ April 10th - 9:30 AM Madera Vista

Respectfully submitted,

Marjorie Garneau
Manager
Dream Catcher Mgmt.