



**The Dobson Association, Inc.**  
**Board of Director's General Session Open Meeting**  
**Thursday, January 25, 2024 7:00 pm**  
**La Casita, Grande Room**  
**2719 S Reyes, Mesa AZ 85202**  
**Live Streaming and In-Person Meeting**

**Meeting Minutes – Approved February 22, 2024**

**Members Present:**

President: Nicole Lynam  
Vice President: Kathleen Tolar  
Treasurer: Stephanie Fee - remote  
Secretary: Michael Snedeker – excused absence

Member: Richard Bitner  
Member: Sandy Murray  
Member: Randy Harvey  
Member: Christa Tropin  
Member: Vacant

**Staff Present:**

Executive Director: Fran Pawlak, CMCA, AMS, PCAM  
Landscape & Maintenance Supervisor: Marc Diaz

**I. Call to Order**

The meeting was called to order by President Nicole Lynam at 7:06 pm. Pledge of Allegiance & Quorum Established. The agenda was approved as presented. Twenty-three homeowner members were in attendance.

**II. Homeowner Comments & Correspondence**

Five homeowners in attendance addressed the board on various matters, including homeowner forum, staffing, Saratoga construction, outsourcing accounting, contacting the office, Los Altos pool, and Dobson Dolphins.

**III. Consent Calendar**

- a. A motion was unanimously carried to approve the Consent Calendar as presented:
  - i. Meeting Minutes – December 14, 2023 – Open Board Meeting
  - ii. Meeting Minutes – January 18, 2024 – Board Workshop

**IV. Reports**

- a. **President's Report** - President Nicole Lyman addressed the membership stating the Board of Directors Call for Candidates Application process has been announced for the past several months and the deadline to apply is February 10, 2024. There are now 17 Clubs at Dobson Ranch planning events and additional volunteers are appreciated. This information and more are available on the Dobson Ranch website.
  - i. **Executive Session Update Report** – President Lyman reported that the board discussed homeowner requests, collections, and legal and personnel matters at the Executive Session meetings, December 14, 2023, January 4, 2024 and January 11, 2024.



- b. **Treasurer's Report** – Stephanie Fee, Treasurer – reviewed the investments report. **2024-01-100 A motion was unanimously carried to move the Schwab AZWRD Management Plan water funds into the Operating water funds account in the amount of \$12,015.**
- c. **Executive Directors Report** – Fran Pawlak, Executive Director, presented a report.
- d. **Landscape & Maintenance Report** – Marc Diaz, Supervisor, presented a report.
- e. **Committee Reports** – the following committee members presented reports:
  - i. Recreation Committee – Rich Bitner
  - ii. Dobson Ranch Architectural Committee – Nicole Lyman
  - iii. Master Planning Committee – Tim McElrath
    - 1. **2024-01-101 A motion was unanimously carried to approve to utilize the members of the Retiree's Club and the Recreation Club to maintain the Rose Garden using existing mulch.**
  - iv. Water & Lake Management Committee – Fran Pawlak
    - 1. **2024-01-102 A motion was unanimously carried to approve Marc Diaz, Landscape Supervisor to identify areas for turf conversation for water conservation according the AZWRD Management Plan.**
  - v. Budget & Finance Committee – Spencer Jarvis
    - 1. **2024-01-103 A motion was unanimously carried to approve the November 2023 financials.**
  - vi. CCR Committee (Ad Hoc) – Kathleen Tolar
  - vii. Preschool Committee (Ad Hoc) – Christa Tropin
    - 1. **2024-01-104 A motion was carried to approve the La Casita Preschool Budget as presented. (Director Bitner - abstained)**

V. **Old Business**

- a. La Casita Rental Agreement – **2024-01-105 A motion was unanimously carried to approve the new rental agreement as presented which will be posted on the website and rentals accessed through RecDesk.**
- b. Video Streaming/Recording/Website Posting – **2024-01-106 A motion carried to approve the posting of Board and Committee meeting videos on the website then deleted and replaced at the time of the next meeting. No videos shall be saved indefinitely to preserve the integrity of the Association. (Director Tropin – abstained)**
- c. Basecamp – document/Communication Resource for Committees – **tabled**
- d. Saratoga Recreation Center – **contractor completed punch list. Waiting for second walk – through.**



**VI. New Business**

- a. Butler Hansen Engagement Letter 2023 – **2024-10-107 A motion was unanimously carried to approve the agreement as presented for \$15,300 for the Audit and \$1,700 for Income Tax filings.**
- b. Committee Member Confidentiality Agreement – **tabled**
- c. Committee Charters & Application – **tabled**
- d. Purchasing Policy – **tabled – however, Board liaison to meet with each committee in this regard.**
- e. Pickleball Ad Hoc Committee – **2024-01-108 A motion was unanimously carried to approve the development of the Committee Charter Scope and appoint members to be presented at the February 2024 Board meeting.**
- f. City Lunch and Learn – **postponed until after the Annual Meeting in April.**
- g. Golden Algae Lakes 7 & 8 – information was provided to the Board regarding options for treatment from Aquatic Consulting & Testing.

**VII. Upcoming Meetings & Events**

- a. February 15, 2024 – Board Workshop
- b. February 22, 2024 – Board Meeting

**VIII. Adjourn** – A motion was unanimously carried to adjourn the meeting at 9:49 pm.