



**The Dobson Association, Inc.
Board of Director's Open Meeting
Thursday, August 8, 2024 at 6:30 PM
La Casita, Grande Room
2719 S Reyes, Mesa AZ 85202
Live Stream and In-person**

Meeting Minutes – Approved _____

Members Present:

President: Sam Javelosa
Vice President: vacant
Treasurer: Stephanie Fee
Secretary: Holly Prasetio

Member: Michael Snedeker
Member: Bradley Bettencourt
Member: Christa Tropin
Member: Sandy Murray
Member: vacant

Staff Present:

I. Call to Order

- a. The meeting was called to order by Sam at 6:56 pm.
- b. Pledge of Allegiance
- c. Completed verbal role call to establish quorum.
- d. Agenda:
 - i. Sam moves to amend the agenda to table item d. La Casita Roof Proposal and add Work Climate Assessment as an agenda item to New Business; Christa seconded. **Motion is unanimously passed.** Holly moved to approve the agenda as amended; Christa seconded the motion. **Motion unanimously passed.**
- e. Microphone and cameras were checked and deemed to be in working order.

II. New Business:

- a. Board Candidate Session
 - i. Candidates:
 1. Joey Labriola
 2. Sandra Rogers
 3. Katelyn Noble
 4. Margaret Preece
 - ii. Candidates introduced themselves, provided applicable background and why they are seeking appointment to the Board.
 - iii. Prior to the meeting, the candidates submitted written responses to several questions. At the meeting, the Board members asked several follow up questions.



b. Short Term Proposal: City Property

i. Questions from the Board:

1. Would the expectation of the Community Manager include attendance at the after-work hour meetings?
 - a. Yes, the Community Manager is experienced and understands the business. There would not be overtime for those meetings.
 - b. For the first 3 weeks before the Community Manager starts, a transition team will be in to help transition the data and implement the software.
2. Is it possible to negotiate our per item costs or what other options do we have?
 - a. The per item costs are the costs that they are at with their own system and do not have much room to negotiate. However, we can continue to use Constant Contact and Page for Page for these functions, with the exception of the quarterly billing statement, which they would like to produce.
3. Is the migration in this proposal inclusive of all of our systems, including architectural, collections, escrow, accounts payable, accounts receivable, etc?
 - a. Yes, but they ask for 90-120 days for the completion of the migration. They will start with the assessment billing so that we can get our quarterly statements out in time.
4. Question from Spencer: the agenda item states it is a short-term proposal and this doesn't appear to be a short-term plan, seeking context for this.
 - a. They do not believe in a temporary Community Manager, a warm body that would be transitioned out in a few months. They are offering someone who can be here long-term.
 - b. The agreement is for a 90-120 days to transition to a system different from what we are currently using but to give time for the Board/Association to develop the RFP. During that transition period, they will be able to present their product to us to see if it is a good fit with our Association and in line with the RFP that we develop. If it is not, they are only asking for a 30 day cancellation notice and will provide our data back to us better than they received it. If we like them, they will be given an opportunity to put forth a bid based on our RFP to become a more permanent management partner.



- c. Also asked about whether or not the option of a Community Manager can be terminated after the 30 day notification, if we decide to keep that position in-house. They confirmed that we could continue with the systems and financial management without the Community Manager, if that is what we desire.
 - ii. Stephanie moved to approve the short-term proposal by City Property; Holly seconded. Brad moved to amend the motion to enter into negotiations with City Property for the short-term proposal. Stephanie and Holly accept the amendments.
 - 1. Comments from homeowners:
 - a. Nate expressed concerns that we are moving too fast and should have developed the RFP before we allow a company to come in and take over.
 - b. Sandy expressed support that we need the help and appreciates that City Property has stepped up to offer help to us at this time.
 - iii. Memorandum of exception to policy was created due to the emergent nature of the situation and the needs of the Association.
 - iv. Holly moved to amend the motion to accept the City Property short-term proposal, pending successful negotiations and acceptance of a contract by both parties at a later date; amendment accepted. **Motion unanimously passed.**
 - 1. Role call:
 - a. Brad: aye
 - b. Christa: aye
 - c. Holly: aye
 - d. Sam: aye
 - e. Stephanie: aye
 - f. Sandy: aye
 - g. Mike: aye
 - v. Communicated with City Property that we will contact them to set up a time for them to come into the office next week and to start discussing the contract.
 - c. Rubicon Contracts
 - i. Lake 4 was approved at the last meeting.
 - ii. Lake 5 proposal to repair water valve and All Lake Survey:
 - 1. Stephanie moved to approve the lake 5 repair proposal and all lake survey proposal; Holly seconded. **Motion unanimously approved.**
 - iii. Memorandum of exception to policy was created due to the emergent nature and one of the only vendors who do this type of work.



- d. La Casita Roof Proposals
 - i. TABLED
- e. Work Climate Assessment
 - i. BurnsBarton gave us a proposal for two services, one being a climate assessment, where they will interview employees and provide recommendations, and the other being a full audit of our employment practices. Each are at a cost of \$5,000 each.
 - ii. Christa moves to enter into a contract with BurnsBarton to complete a climate assessment NTE \$5,000; Brad seconded. **Motion approved 6-1 with Sandy voting nay.**
- f. Recreation Proposals for Yoga Classes
 - i. Stephanie moved to approve Deborah Althoff and Sara Halter as independent contractors to provide yoga classes; Christa seconded. **Motion unanimously approved.**

III. Adjourn

- a. Holly moved to adjourn; Sam seconded the motion. **Motion unanimously approved to adjourn the meeting at 8:48 pm.**

Respectfully submitted:
Holly Prasetio, Secretary