



BOARD OF DIRECTORS WORKING SESSION

Tuesday, January 14, 2025

10:00 AM – Dakota Room

MEETING MINUTES

Attendance: Sherri Stewart, Carl Thoutt, Cindy Weingart, Ron Sparks, Claudia Mescher, Dan Borders, Jayne Tiffany

Management: Trish Hoagland, Sarah Lindsay

In- Person Guests: 15

Zoom: 2

Call to Order by Sherri Stewart, President at 10:00 AM

Purpose: Board Working Sessions are to review and determine the Agenda and Topics for the next scheduled Open Board Meeting Open Board Meeting: January 21, 2025, 10:00AM in the Rec Hall.

Financial Report will be presented by Ron Sparks

- Draft budget and Draft project list have been released to the membership through email as well as uploaded on the HOA portal. Currently reflecting 8% HOA increase, however this is subject to change through input and project list changes.
- February Town Hall will have 2nd round draft budget and project lists to review. These also will be provided to membership and uploaded onto the HOA portal.
 - We will be putting a footer on the budget and draft to identify which version it is.

Manager's Report will be presented by Trish Hoagland

- Trish will now be speaking to all the departments at the Open Board meetings. Departments include:
 - Roadhaven Management
 - Architectural Update
 - Security Update
 - Activities Update
- A few highlights are that the street resurfacing has been pulled off the projects list. Trish has talked to Holbrook, which is the surfacing company, and it was determined that this can be delayed by a year. She instead would like to incorporate an accrual line on the projects budget to prepare and save some from this next FY and again the year after to then have the funds available to complete this large project and not have to impact the dues at a drastic measure. The surface is comprised of a HA5 grade which is a high grade that lasts longer and leaves less residue in the process, so less mess.
- Another item removed from the projects list is surge protection.
- An item added a 10-ton heat pump for the Rec Hall. It was overlooked and has failed so it is not in use and needs to be replaced.
- Trish added that she wants to incorporate accrual accounts moving forward that align with the 5,15,20-year plans and so when large expenses come up, it is budgeted for these specific plans, no need to be retroactive in payment for the projects.
- Food trucks- Handlebar Food truck has given their two week notice as they are not meeting their needs with residential support to maintain operations in Roadhaven. This will be announced in the newsletter.

Unfinished Business

- Phase II Pool Temperature update will be presented
 - The pool temp was originally set at 80 degrees before it was increased to 82 degrees, so far management and the office have not heard anything, good, bad, no comments. Dan added that he has talked to a number of people who have said it is at the right temperature. A guest in the meeting (unknown name) said that they



noticed it was 84-85 degrees, but Trish confirmed it is set at 82 at the meter. This will be added to the agenda to motion to leave the Phase II heater set at 82.

- Board Liaison Reports will be presented by All Board members
 - Finance will be presented by Ron Sparks
 - Second Reading Financing of Club Facilities procedure housekeeping correction
 - Removal of initial court foundation as club responsibility to HOA responsibility.
 - First Reading of 2 accounting policy housekeeping corrections
 - Removal of dollar amount and providing exact fee allocation and specific funding accounts
 - Ron went over the changes as clerical changes. For the open board meeting, instead of reading the full policy, a blurb on the screen of the original verbiage, and corrective verbiage, then Ron can speak to it as this will align to the proper procedures followed and also adjust amounts to reflect what the fee is and not the dollar amount, this will reduce the requirement to change year after year.
 - Hospitality & Information will be presented by Cindy Weingart
 - Meeting later today, The committee is reviewing volunteers needed for December as less occupancy may not require as many volunteer shifts.
 - Nominations & Elections will be presented by Jayne Tiffany
 - Key Dates:
 - Jan 21, 8AM, Meet the candidates at Coffee and Donuts, Rec Hall
 - Jan 28, 7PM, Candidate forum, Rec Hall
 - Rec Council will be presented by Dan Borders
 - Open house for clubs went really well. The hotdogs were a huge success as always. Next year the Rec Council will increase to a three-hour event instead of two.
 - No pickleball updates at this time, the sports expansion group must submit the plan to the Rec Council and at this time it has not been solidified and presented.
 - At the end of this season, the Rec Council will have 3 vacancies so for interested individuals, this would be a great opportunity to serve.
 - Photography has a lack of participation therefore may be eliminating this club.
 - Shuffleboard has asked Rec Council for funds for deep resurfacing of \$2400 from their club, the additional change should be also \$2400 from the Rec Council for a total of \$4800 to deep resurface all the sheets. Rec Council agreed and granted request.
 - Ron commented on the club open house and that a group that was leading a 50/50 raffle had a misunderstanding between the Rec Hall and the hot dog stand. Unsure of who stepped on whose toes but there was a misunderstanding and where 50% of funds go to as far as club. No resolution at this meeting.
 - Carl said that the planning committee is the best liaison to be a center between Rec Council, Clubs, Management, and can be the one to ensure all are on same page with equivalent understanding.
 - Ron stated that the 5-year plans are imperative to manage instead of the need to borrow money, if they use the 5-year plan, they can allocate the financials properly in interest earning accounts and be prepared for when projects are due for repairs or upgrades. It all should stem around that 5-year plan.
 - Project Planning Group presented by Carl Thoutt
 - Reformed, redesigned committee to assist clubs, Rec council, management, and to accept input and create plans to follow.
 - Glass crafters would be a great club to follow however they are still in the working process with the Rec Council. They must follow the process and procedures.
 - Rules & Regulations will be presented by Claudia Mescher
 - A single Board member received a suggestion. It was a rule change suggestion. All residents need to be aware that a single board member cannot do anything. It takes all board members to act. Rule changes are required to be filed on a form that is then sent to the Rules and Regulations committee. In order to properly get a voice heard, please follow the proper steps to what you are looking to achieve.



A suggestion? Suggestion form. Comment for the board? board@roadhaven.com. A rule change? Complete and rule change request form.

- Meeting is tomorrow, so far it is all clerical changes, no changes to any intent and no new rules.
- CC&R topics to discuss will be presented by Cindy Weingart
 - **Section 5.4**
 - Removal of “The Board of Directors shall have the sole discretion to accept or reject the approval of candidates by the Nominations and Elections Committee.”
 - Cindy expressed the reason for removal, and it was to align with Nominations and Elections policies and procedures to properly inform and educate potential candidates. The CC&R changes require membership vote.

New Business

- Restaurant Ad Hoc will be presented by Jeff Pasker
 - Sherri introduced Jeff Pasker, Chair of the Restaurant Ad Hoc Committee to speak on the status of the restaurant.
 - The Ad hoc committee has voted to recommend to the board to consider hiring a specific vendor to operate the Oasis. She has significant experience and is excited to operate in Roadhaven. We as a committee feel the best use for the restaurant building is as a restaurant, and the best scenario is to have an outside vendor come in to operate said restaurant. I have asked the potential vendor for a business plan, but she has several questions about the possible agreement and contract that she would need answered before a business plan could be made. She would be willing to meet with the board and discuss her qualifications, and what your expectations are.
 - Residents want the restaurant, Vendor managed and operated, Oct 15-Apr 15
 - Current Vendor being evaluated is seasonal in AZ and have worked in Roadhaven prior so has proper expectations.
 - Dan sked when the proposed start time would be, Jeff explained that the vendor is in a contract and would be bringing staff over for limited hours of operation or starting Oct 2025.
 - Claudia asked how much of budget dollars is this committee looking to set aside, Jeff said as prior budget had 50k, they can do the same and use for promotional, marketing, ways to incentivize residents to frequent. Jeff continued to express the survey conducted a few years ago that shows residents value the restaurant.
 - Further discussion continued that a restaurant is appealing but in history it has not been successful. Why contract a vendor when you know they will lose money and close down? The business plan is an action to show how and ways they plan to operate differently in order to ensure operations can continue. Strategic planning would need to happen on the vendors part.
 - A further comment of marketing has been a concern in years past.
 - Possible vendor appearance at the open board meeting to discuss an action plan and call to the public of this interest.
 - Val Sheehy 2275- added if the vendor operated their own business, and is willing to come in, then why does management need to be involved. Let the business do there thing and if they make it then great, if not, then they know the risks.
 - The vendor has an incentive as the space is rent free and the equipment is provided and maintained.
 - The committee will continue their conversations with the vendor and invite to the open board meeting.

Homeowner Open Forum (Three-minute limit per homeowner)

- Val Sheehy- 2275- Question for Ron. With the accrual funds requested. Will this be a separate account named for the exact intensions? Ron confirmed that the accounts set up for planning would be named and allocated for specific projects.
 - Draft budget and draft project lists should have a footer with the revision dates
- Sherry Bruce- 1014- Restaurant has free rent and part of the amenities, Roadhaven should continue to maintain, and this is collateral for the business to create the business plan.
- Carolyn Weese- 2367- Thank you Jayne for being a great ad hoc liaison



- Sharon Gamble- 1607- What happened with the issue last year of landlords renting out properties to use the amenities. Sherri confirmed this was voted n last year and did not pass.
 - Shuffleboard, why would they ask for money if this would change the footprint with the sports expansion. It was clarified that the shuffleboard area is not impacted, and the sports complex is not proceeding at this time as there is no defined action plan.
- Joe Turner- 2396- Rumer mill- Phase I bathroom in the sports area, is this in a flood zone and if so, what will happen to it? Trish explained that it is in a flood zone, however it is grandfathered in, so as long as no changes are made to it, it is fine. If changes are made, then they would need to be addressed and since it is a flood zone which is not controllable it would be a shared expense with the club and the HOA.
 - Between the Oasis and sports complex, the numbers in dollars add up and must come from somewhere.
- Gisele Bann -2285- would this potential vendor be able to cater? It would be recommended that clubs use the vendor for catering and for fundraisers to promote the local restaurant.
- Sharon Gamble-1607- When she moved here there were only 11 employees. Lots didn't change, why are so many employees now? Trish asked where to cut down? Security, she said no, maintenance. Trish explained that the majority of projects are completed over the summer months. In order to retain great staff, year-round positions re required. Claudia added the details of manager reports and just how much is being done by each staff member.
- Lori Liebl- 2135- Thank you for removing the contractors from the employee payroll lines on the financials.
- Sherry Bruce-1014- Went over all the little things that maintenance does that no one notices.
- Val Sheehy- 2275- CC&R 3.5.4 removal of the sentence should not require a vole as it is not legal in the first place.
 - we are confirming with our HOA lawyer whether or not that sentence is not legal and whether it can be removed immediately eliminating the need to go to a vote of the membership.

Next Scheduled Working Session: February 11, 2025; 10:00AM in Dakota

Adjourn First motioned by Carl, Second by Dan at 11:43AM