

**Queens Bay Resort & Condominium
Directors Meeting Minutes
Wednesday June 12, 2024, 1:00pm Arizona Time
Zoom**

- I. Vice President Mimms called the meeting to order at 1:00 p.m. Arizona time Director Kaufmann, Secretary/Treasurer Laing, Directors Meyers, and Director Elect Peters, Owner Patty Kindsvader, and Property Manager Starkey were present.

- II. Nomination, Election and Oath of office.
 - A. Vice President Mims nominated Heather Kaufmann for President. No other nominations were received
 - B. A motion was made by Treasurer Laing to accept the nomination of Heather Kaufmann for president. A second was made by Vice President Mims. The motion passed with a unanimous vote.
 - C. Secretary/Treasurer Laing Introduced returning director and former Vice President Peters to the board. President Kaufmann issued the oath of office
 1. The existing directors pledge “as a member of Queens Bay HOA Board of Directors, will you pledge your support and encouragement in helping Mike Peters about to be installed? If so, please signal by saying, I will” All exiting officers and directors agreed.
 2. Director elect Peters swear to the following “as these existing directors have just pledged their support to you, do you pledge to fulfill your individual responsibilities in representing the Queens Bay Resort Condo Owners? If so, please signify by saying “I will”. Mr. Peters agreed. “Do you pledge to conduct yourself according to the Queens Bay HOA Code of Conduct and in the best interest of the membership and owners you serve? If so, please signify by saying “I will”. Mr. Peters agreed.

- III. Approval of the Minutes from April 10, 2024, Directors Meeting
President Kaufmann asked for a motion to approve the minutes from the April 10, 2024, Directors meeting. Vice President Mims made a motion to approve the minutes. President Kaufmann seconded the motion. The motion passed with a unanimous vote.

- IV. Review and approval of expenses incurred since the April 10 meeting
President Kaufmann asked for a motion to approve the following expenses: the repair of the air conditioning unit for the lobby, maintenance on the common area air conditioning units for the elevators and hallways; the replacement of tower 2 sprinkler back flow valve and the invoice for Havasu Regional Center for a staff member injury. Secretary/Treasurer Laing made a motion to approve the listed expenses. Vice President Mims seconded the motion. The motion passed with a unanimous vote.

- V. Review, motion and approval of the Camera System proposal
President Kaufmann made a motion to approve the 1-year contract with Coram for the purchase of servers and a 1-year subscription as proposed. Vice President Mims seconded the motion as stated by President Kaufmann. The motion passed with a unanimous vote.

- VI. Property Project Updates Property Manager Starkey

- A. Cherry Picker rental decision has been tabled until fall. Directors and property manager will review the staff job description and insurance coverage to determine the risk factor.
- B. The directors were updated on the back flow valve replacement for the fire suppression system for Tower 1 and Tower 2. There will be no charge for the fire department permit. Waiting for the parts to arrive. Once they have arrived, the schedule for the installation will be made.
- C. Pool
 - 1. A motion was made by Director Peters to purchase the PUR- 15-2001 heater 400K, including related labor and supplies expenses. Treasurer Laing seconded the motion. The motion passed with a unanimous vote.
 - 2. A motion was made by President Kaufmann to purchase the spa heater at a cost of \$2,000. Vice President Mims seconded the motion. The motion passed with a unanimous vote.
 - 3. The pool filter skimmers which were purchased will help the filter run more efficiently.
 - 4. Pool Covering will discontinue until fall. The pool is too hot at the start of the day and the savings in water due to evaporation is negligible due to the fact the complex currently is not using the minimum amount of water the city charges the complex for. Also, the pool being this hot and covered creates an opportunity for algae to grow.
- D. The elevator service call invoice dispute is on-going. Property Manager Starkey will continue to push TKE to reduce the charge. Western Alarm has agreed to help cover the expense.
- E. Gate Clickers are rented to owners and tenants. The directors reviewed the proposal to eliminate the rental model and move to a "purchase" model. The directors approved the proposal. Clickers will become the property of the individual exchanging money.
- F. Allo is now in place in the lobby. It also includes access to television. Property Manager Starkey negotiated with Allo for them to wave the fees. This will reduce the monthly expenses by approximately \$300 and the YOUTUBE subscription will be cancelled. The Directors will continue to budget for this expense due to the fact it will eventually return.
- G. Property Manager Starkey reviewed the incident with children under the age of 14 entering the pool gate without an adult present.
- H. Property Manager Starkey updated the directors on the hiring of two part-time security staff. These staff members are experienced security team members for events around Lake Havasu.

VII. Review of Paradise Property Manager Contract

- A. President Kaufmann asked for a motion to discontinue the search for a property management company due to the determination that moving forward with a dedicated staff person as the Queens Bay property manager is the most cost-effective way to proceed. Vice President Mims made a motion as stated by President Kaufmann. Director Peters seconded the motion. The motion passed with a unanimous vote.

VIII. Review of Financial Records

- A. Treasurer Laing reviewed the April 2024 month end records. The HOA has a reserve balance of \$308,930 dollars. The operating balance is \$489,768. This includes \$13,279 in owners who are late with their due's payments. All of the owners have

been contacted and the majority of them have paid. We have had three individuals use our on-line option with the convenience fee included. We have a positive balance of \$36,521. Having the wiggle room allows us to perform the unexpected, but needed repairs without dipping into our reserves or savings.

- IX. There were no other topics
- X. President Kaufman requested a motion to adjourn the meeting at 2:08p.m. Vice President Mims so moved. Director Peters seconded the motion. The motion passed with a unanimous vote.

The next three Directors Meetings – Start times will be 1:00 p.m. Arizona Time

- July 10
- August 14
- September 11