

**Queens Bay Resort & Condominium
Directors Meeting Minutes
Wednesday October 9, 2024, 1:00pm Arizona Time
Zoom**

- I. President Kaufmann called the meeting to order at 1:00 p.m. Arizona time Vice President Mims, Secretary/Treasurer Laing, Director Meyers and Property Manager Starkey were present. Directors Peters was absent
- II. Approval of the Minutes from September 11, 2024, Directors Meeting
President Kaufmann asked for a motion to approve the minutes from the September 11, 2024, Directors meeting. President Kaufmann made a motion to approve the minutes. Vice President Mimms seconded the motion. The motion passed with a unanimous vote.
- III. Meeting Schedule for 2025
 - A. The director's meetings for 2025 will continue on the 2nd Wednesday of the month, starting time at 1:00 p.m.
 - B. The Owners meeting will be on February 15, 2025 start time will be 10:00am in the Queens Bay Lobby and on Zoom.
- IV. Property
 - A. Cool Coating of the front steps and patio has been completed. The property manager is reaching out to the vendor for solutions about keeping the steps clean.
 - B. The pool furniture has been refurbished. Staff have refreshed the tables. The area looks refreshed and ready for owners and their guests.
 - C. Pool
 1. A 3HP pump is needed to work with the new commercial heater. The cost for the pump is estimated to be between \$1,000 to \$2,000. A motion to approve the purchase of a pump to not exceed \$2,000 was made by Treasurer Laing. President Kaufmann seconded the motion. The motion passed with a unanimous vote.
 2. The spa heater was already purchased. There is no further needs for the spa.
 3. Replacing the light in the pool and the Spa.
 4. The cost for a shelter extension to cover the new heaters is still pending. The purpose is to minimize the damage caused by the sun. A quote for a new gate to replace the existing gate which is not serving a purpose since it is falling apart..
 - D. Water Pressure situation was resolved by moving the landscape watering and the water softener regenerating to evening hours. Staff and owners used a pressure gauge to determine how much pressure is lost when these systems run and it was significant. The change has resulted in no further issues for the owners. An irrigation zone by the trash area appears to have been compromised when a tree was removed. The staff are addressing the issue.
 - E. Tree Stump work will begin on October 10. The stump will be transformed into a patriotic display.
 - F. Plumbing by Farr will be here on October 10, start time 7:30 am. The purpose is to replace 6 additional stack valves that are not functioning properly. The goal is to replace before it fails.
 - G. Fire Suppression Repair was completed for both issues. The first was pipe replacement and the second were couplers. This was completed on October 8.

- H. The proposal for monthly Elevator Maintenance is still pending responses
- I. The proposal for Elevator Modernization is still pending responses.
- J. The proposal for the inspections and other services provided by Cintas was reviewed. Everything is covered except for the AED inspection. We will reach out to Cintas and request an itemized cost for the services they provide.
- K. Pillars
 - 1. The directors reviewed the different options for fixing the gate area by the Trash Pillar. A motion to spend up to \$500 to weld a better stationary latch was made by President Kaufmann. Vice President Mims seconded the motion. The motion passed with a unanimous vote.
 - 2. Property manager is still reviewing option for the pool pillars.

V. Review of Financial Records

- A. Treasurer Laing reviewed the August 2024 month end records. We continue to work on ways to be frugal, but still meet the expectations of the owners. We expect to end the year with a positive balance, which will be used to offset the reserve deficit.
- B. The directors reviewed the draft of the 2025 budget. We continue to anticipate not having to increase the dues for 2025.
- C. The directors discussed the expense of adding three additional cameras to the contract. Property Manager Starkey helped us determine three cameras that could be disabled and will allow full coverage for all walkways and common areas, no increase in cost.
- D. Treasurer Laing reviewed the two proposals received for a reserve study. A motion was made by President Kaufmann to accept the proposal from FDRS for a full reserve study, the cost is \$5,400 for the work, no additional fee for Zoom Meeting. Treasurer Laing seconded the motion. The motion passed with a unanimous vote.

VI. Other topics

- A. The federal government passed the Corporate Transparency Act which requires Condo Association submit and keep current the list of the corporate officers. Queens Bay will be required to submit this information by December 31 to be in compliance with the Federal Law. The HOA legal representative will perform the filing and the updates throughout the year for a fee of \$350. A motion was made by Treasurer Laing to have the HOA legal representative perform the initial filing with the updates. President Kaufmann seconded the motion. The motion passed with a unanimous vote.

- VII. President Kaufman requested a motion to adjourn the meeting at 1:57 p.m. Secretary Laing so moved Vice President Mims seconded the motion. The motion passed with a unanimous vote.

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

- November 13
- December 11