

DUNLAP & MAGEE	MAIN OFFICE	BOARD OF DIRECTORS				
Wendy Weiske <i>District Manager</i>	Pamela Payton <i>Property Manager</i>	Charles Trujillo <i>President</i>	Vivienne Campbell- Trimble <i>1st Vice President</i>	Zachary Shaffer <i>2nd Vice President</i>	Nancy Bates <i>Secretary</i>	Gary Martiniak <i>Treasurer</i>

CONCORD VILLAGE, INC.

A community owned and operated by its residents



631 East Lexington Place, Tempe, Arizona 85281
 Tel: 480-946-4271 * Fax: 480-941-0406
 Security: 480-777-0228

M E E T I N G M I N U T E S

Board of Directors Executive Meeting December 17, 2010

Chip Trujillo, President, called the **meeting to order** at 5:00 p.m. Present at this board meeting were Jeff Lyons, Maintenance Manager for D&M, Chip Trujillo, Zachary Shaffer and Nancy Bates. Vivienne Campbell-Trimble and Gary Mariniak were absent. The **purpose** of the Executive Board Meeting was to discuss various issues pertaining to the management and operations of Concord Village, Inc.

Jeff (D&M) began the meeting with a summary of the Exterior Rehab Proposals. The board discussed the contractors, and will receive presentations from the two top contractors on January 14th. A decision will be made at that meeting as to which contractor will be chosen.

Jeff **concluded his report** on the bids and was dismissed. The update information was taken from Wendy's report. Wendy was out of town during this meeting.

Update on **unit sales/transfers**. There is one vacant unit, ready for resale. There are four units coming available shortly. We now have applicants for each unit type on the wait list. The **refinance rate** is locked at 4.5%. D&M will be setting up meetings with our lawyer and Chip to review the documents needed before the closing. The **Rules and Regulations Packets** are being put together now. They will be distributed to each member's front door as soon as they are finished. **Trimming on the mulberry trees** is finished. The color design work is progressing. We expect a preliminary packet before Christmas. It is hoped that the packet will be finalized so the membership can vote on their color choice at the **Annual Meeting, which is Saturday, January 15th**. We have **received bids** for the completion of the pool deck, for the exterior rehab of the buildings, for landscape work to be done prior to building rehab, for the completion of the pool decking, and for tree removal. The **annual audit** is in process.

Chip continued the meeting with new business.

The board discussed in depth the preparations for the January Annual Election. Three positions will be open. Please begin to consider if you would like to serve your community by becoming a board member. Serving on the Board of Directors is a valuable opportunity to participate in the direction of our community and a great volunteer service.

The board training was a resounding success. Two board members and five members attended the seminar conducted by Blaine Honeycutt, who was recommended by the National Association of Housing Cooperatives. Each attendee received training materials. The board plans to adapt these materials to our own use and to establish board training for all new board members soon after each annual election.

As a reminder, Concord Village recently joined the National Association of Housing Cooperatives. We have access now to the members area of the website, which has articles of interest in the newsletter, news of governmental policies, and any new upcoming benefits for members.

Check out the website at: <http://www.coophousing.org/>

On the left margin, click on Members Only

The User ID is nahc

The Password is: membersonly

For those members who have computer access, the board has discussed sending board minutes, flyers, and other information disseminated by the board to members' email addresses. This would not replace the notices, which are distributed to our units. It would be a courtesy extended to those who request it. These documents would be distributed by the current secretary of the board. There will be a signup opportunity at the Annual Meeting.

5:45 p.m. Executive Meeting concluded.

NEXT MEETINGS:

Special Executive Meeting January 14, 2011 at 5 p.m.

Annual Meeting – Saturday, January 15, 2011

To vote for three new board members

To vote for the building colors

To provide time for questions and answers at the end of the meeting

To provide a sign-up opportunity to any member wishing to receive information through email

“Meet and Greets” - to discuss updates on unit rehab progress - *Dates and times to be determined*

_____, Secretary
Nancy J. Bates

The motto of your Board 2010 is *Action!* We ask you to join with us and get involved in the action. We value and need the participation and support of the membership to continue moving our community forward!