



## ALAMAR COMMUNITY ASSOCIATION, INC.

MINUTES OF BOARD OF DIRECTORS MEETING

September 3, 2020

### THIRD QUARTER

The following are the Minutes of the Third Quarter meeting of the Board of Directors of Alamar Community Association, Inc., an Arizona non-profit corporation (the "Association"), held on September 3, 2020. The meeting was held virtually via Zoom.

**Directors Present:** Garilyn Bourgeois, President  
Eric Tune, Vice President  
Roger Theis, Secretary  
Tom Bongiorno, Treasurer

**Staff Present:** Tabatha Long, VP Operations  
Kimberly Crowther Miller, Director, Engagement (serving as recordkeeper)  
Scott Rowan, Director, Asset Management  
Darrell Mead, Director, Finance & Accounting

**Others in Attendance:** Six builder representatives were on the call

- I. Call to Order.  
Director Bourgeois called the Third Quarter meeting of the Association's Board of Directors to order at 3:04 p.m.
- II. Establish Quorum.  
A quorum was established.
- III. Secretary's Report.  
Director Bourgeois presented a copy of the Minutes from the December 5, 2019 meeting for review. There were no questions or corrections, and the Minutes were accepted as submitted.
- IV. Treasurer's Report.  
Mr. Mead presented the Association's financial statements for the period ending August 31, 2020 (the Financial Report). The Financial Report was accepted and filed as submitted.
- V. Community Management Report.  
Ms. Crowther Miller presented the Community Management Report.
- VI. Consent Agenda.  
The following items on the consent agenda were considered routine or administrative. Following a summary by Ms. Crowther Miller, the items on the consent agenda were approved by one motion made by Director Theis, seconded by Director Tune, and unanimously carried.
  - a. Alamar Legal Representation - Carpenter Hazlewood Agreement
  - b. Written Action of Founder of Alamar - Board of Directors Appointments



VII. Business

**2020 Assessment and Fee Schedule**

Upon a motion duly made by Director Tune and seconded by Director Theis, the Board unanimously approved the 2020 Assessment and Fee Schedule.

**2020 Alamar Delinquency Policy**

Upon a motion duly made by Director Theis and seconded by Director Tune, the Board unanimously approved the 2020 Alamar Delinquency Policy.

**2020 Alamar Noncompliance Enforcement Guidelines**

Upon a motion duly made by Director Tune and seconded by Director Theis the Board unanimously approved the 2020 Alamar Noncompliance Enforcement Guidelines.

**Alamar Board of Directors Conduct Policy**

Upon a motion duly made by Director Theis and seconded by Director Tune, the Board unanimously approved the .

**Alamar Directors Confidentiality Agreement**

Upon a motion duly made by Director Theis and seconded by Director Tune, the Board unanimously approved the Alamar Board of Directors Conduct Policy.

**Alamar Social Media Policy**

Upon a motion duly made by Director Theis and seconded by Director Tune, the Board unanimously approved the Alamar Social Media Policy.

**Alamar Compliance Letters**

Upon a motion duly made by Director Theis and seconded by Director Tune the Board unanimously approved the Alamar Compliance Letters.

VIII. Call to Members

Director Bourgeois invited guests to submit questions to the board. No questions were submitted. Director Bourgeois requested beginning at the next meeting of the ACA Board of Directors, that a process be implemented to invite questions ahead of the meeting or via the chat feature so that any questions received can be addressed in a timely manner.

IX. Next Board of Directors Meeting

Director Bourgeois stated the next meeting will be Thursday, November 5, at 5:30 p.m.

X. Adjournment.

There being no further business, Director Bourgeois adjourned the meeting at 3:22 p.m.

XI. Counterparts.

These minutes may be executed in one or more original, facsimile or electronic counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.



Minutes prepared by:  
Kimberly Crowther Miller

Respectfully submitted,

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Roger Theis, Secretary