

WVCO Board Meeting Notes
January 13, 2020

Call to order: President, Diane McKelvey, called the meeting to order at 3:05pm

Roll Call:

Board Members present: Virginia DuBroy, Jim Fortney, Diane McKelvey and Judi Williams
Board Member absent: Charlie Tardibuono
Members present: none

Officer Reports:

President:

Diane presented Agenda for review. Jim asked that the Board Old Business prior to New Business. Board Members agreed.

Secretary:

December 3, 2019 board meeting notes – Judi asked if there were any corrections or additions to the notes as typed and distributed and there were none. Jim made a motion that the notes be approved as typed, Virginia made a 2nd to the motion. There being no objections, a vote was taken and the motion passed.

WVR Road-side Trash Pick-up: Due to snowy conditions the previous Friday, the pick-up scheduled for December 3rd, was canceled.. A new date of Thursday, January 16th at 10:00am has been scheduled. Those committing to work that day are: Sandi Brown, Nancy Cahill, Carol Kay and Judi Williams. Jim asked if this was publicized to our membership and it was not. Judi will make the effort to plan the date well in advance to allow for notification to the membership and maybe getting additional volunteers. The county asks that we schedule a pick up every other month, so our next scheduled pick up should be at the beginning of March. The road signs are still not up on the WVR south bound section, so Judi will speak with Craig Brown to see if he has any update.

Treasurer:

Year end financial report: The report dated December 31, 2019 and printed January 4, 2020 was reviewed. Jim went over the report thoroughly to address any questions/concerns. At the end of the discussion, Judi made a motion that the Year End Financial Report be approved as prepared and presented by Jim. Diane made a 2nd to the motion. There being no objections, a vote was taken and the motion passed. A copy of the report will be filed with the January 13th meeting Agenda and notes upon approval at the next board meeting.

Year End Audit: Jim is prepared for the year end audit to be scheduled. Diane will contact Sandi Brown to see if Nancy Cahill and Sharon Carlin, two members who have conducted the audit for several years, are available to assist this year, or suggest others who might be willing. As soon as we know who can help with the audit, it will be scheduled.

Expenditure Payment Authorization

Discussion was held on designating that the Treasurer will have the authority to pay bills within 10% of the 2020 budget, once it is adopted, and not have to go to the Board for authorization to pay each expenditure. Diane made a motion that we authorize our Treasurer to pay expenditures within 10% of the approved 2020 budget. Virginia made a 2nd to the motion. There being no objections, a vote was taken and the motion passed.

Membership report: The December (3 page) report printed January 5, 2020, was reviewed. On the date of this meeting, there are 85 members. Jim noted that Virginia and Diane were able to renew their memberships using the Website, so the new system seems to be working. Jim noted there is still some confusion regarding member's name/info trying to merge info from membership reports and Mail Chimp. Jim reminded us that we do not need to have a PayPal account to sign up for membership, as a credit card will also allow sign up for membership. When we decide upon a time line for conducting a membership drive, we need to put out a general announcement regarding renewal.

Old Business:

Budget:

As Jim did not receive any input from Board Members, he used the 2019 actuals to prepare a 2020 budget using 85 members as a base. Jim asked if there were any changes the Board thinks necessary for the 2020 budget before it is adopted. Jim went over the proposed budget practically line by line to explain the differences in numbers from 2019 to 2020. Discussion was held on designating that the Treasurer will have the authority to pay bills within 10% of the 2020 budget, once it is adopted, and not have to go to the Board for authorization to pay each expenditure. Diane made a motion that we accept the proposed budget as prepared by Jim. Virginia made a 2nd to the motion. There being no objections, a vote was taken and the motion passed.

Membership Drive: Diane and Judi will get with Charlie, at his convenience, to be educated on using current Mail Chimp with the intention of promoting and conducting a Membership Drive. This is to happen before the Annual Meeting is announced.

WVCO website: Jim is responsible for maintaining the website. A lot more effort will have to be made to clean up the data bases and membership lists to get all data bases to sync with each other. All agreed that the website is much more current and thanks Jim for all his effort on behalf of this Board. Jim is still asking that all Boards members go to the website and give him some input on what should be added or culled.

Jim is still interested in putting together a Survey of Member Interests / Concerns to determine if there are members who would be willing to track county/state activities to report regularly to WVCO so we can keep our members informed.

Newsletter: Charlie is responsible for managing the newsletter and email distributions. Virginia will look into the Phase 3 of the roadwork for possible inclusion in a newsletter. Diane indicated we need to put out a Newsletter prior to the annual meeting. It was agreed that the next Newsletter needs to go out the first week of February. In the future we are hoping to inform our community about things such

as: wells and other water issues, fire and other emergency escape routes, whatever subjects will help to educate the residents of WV.

Annual Meeting: The date is March 3rd at 6:30pm at Fire station No. 57. Diane is still asking that everyone think of a speaker for this meeting. Judi will contact the Fire Chief's office to reserve the station and ask that any fees be voided. The projector will need to be located for the Power Point presentation. Judi thinks Neil has it and was looking to repair it. Diane will follow up on the projector. If it is not repairable, the Board will need to look into the purchase of a replacement projector.

Insurance Policy: Has been renewed with the Buchanans removed and Central Yavapai Fire District being named as an additional insured organization.

Community Project: The Board still needs to come up with 2 or 3 suggestions for our membership to select a community project, such as a bench at the trail head, etc.

IRS 501(c)3 - 1023 Form: Jim is still pursuing getting a copy of our IRS 501©3 application. He has had no return from Jeri Thomas, so feels that is a dead end. He will still try to contact the IRS to see if he can get any information.

New Business:

Planning & Zoning amendments are going to Sandi Brown. As she is no longer on the board, Judi will contact Becca Sirakisat Yavapai County and request that future notifications be sent to contact@williamsonvalley.org. The Board agreed that the Street Naming Amendment should be communicated to the mailing list so those impacted could respond on their own. Unless the Board learns of a significant objection before the requested response date of January 31st, the Secretary is directed to reply indicating that he WVCO has no objection to the proposal.

Next Meeting:

Diane will contact the board members to check on two dates for the next board meeting to be held prior to the Annual Meeting. Monday, February 10th or Monday, February 17th at 3:00pm at Judi Williams's home will be the choices.

Adjourn: The meeting was adjourned at 4:40pm