

Windmill Mountain Ranches POA, Inc.

15655 E Bull Spring Dr., Kingman, AZ 86401

www.windmillranch.org

MINUTES OF THE SPECIAL MEETING BOARD OF DIRECTORS WINDMILL MOUNTAIN RANCHES PROPERTY OWNERS ASSOCIATION, INC.

Pursuant to Article II, Section 4, the special meeting of the 2024 board of Directors of Windmill Ranch Phase II and Windmill Mountain Ranches Property Owners Association, Inc. was held on March 6, 2024 at the residence of Randal Bublitz, 6752 A-Frame Ct, Windmill Mountain Ranches, Mohave County, AZ.

The following directors of the corporation were in attendance:

Randal Bublitz	Steve Armour	
Norman Younghusband	Allen Moreau	Larry Johnson

The following officers of the corporation were in attendance:

Randal Bublitz, President	Norman Younghusband, Vice President
Diane Ferguson, Treasurer	Donna Armour, Secretary

The following members were in attendance:

Keith Hughes	Brian & Mary Borr	Kathy Younghusband	Levi Sanders
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President, Randal Bublitz, acted as Chairperson of the meeting and Donna Armour recorded the minutes.

The requirements for a quorum having been met, the meeting was called to order at 9:04 am on Saturday, March 6, 2024 for the purpose of action on the following agenda items:

AGENDA ITEM 1: Address for the POA, Submitted by Randal Bublitz

Since the POA owns a piece of property that has an address it was decided to use that address as the mailing address for the POA correspondence. The new address is 15655 E Bull Spring Drive, Kingman, AZ 86401. We will need to update our forms, checks, deposit slips and the post office will need to be notified. A motion was made and seconded.

AGENDA ITEM 2: Fiscal Year, Submitted by Randal Bublitz

There was a lengthy discussion about how to change the fiscal year and what would be the best schedule to follow. It was decided that more information was required in order to make this decision so the idea has been tabled until more research can be done.

AGENDA ITEM 3: Payment Options, Submitted by Randal Bublitz

There was a short discussion about payment options as there have been a couple requests to accept digital or electronic payment and it was decided that we will continue to accept cash, money order or check which can be done through bill pay.

AGENDA ITEM 4: Treasurers Report, Submitted by Diane Ferguson

The current bank balance is \$184,299.00. We are due to upgrade Quickbooks. Diane proposed moving from a desktop application to an online application. Actually this is a requirement as the desktop version is going away. Quickbook Essentials will allow 2 people access to the books at different locations. Diane is going to keep her existing laptop and upgrade it. The Association will purchase a new laptop for Chris and when Diane retires next year her laptop will go to the secretary, Donna. This will allow cross-training and backup of the Treasurers position. A motion was made and seconded to allow the purchase of a new laptop and upgrading of Diane's Laptop and upgrading to Quickbooks Essentials.

Training has already started for Chris. Diane outlined the training schedule.

Norman asked about transfer fees that the POA can charge. At this time we do not charge. The decision was made to charge \$100.00 for a transfer fee.

Additionally, Norman requested that we raise the fee for filing liens and filing releases to \$100.00 per transaction.

A motion was made and seconded to start charging a \$100.00 transfer fee for property sales and a \$100.00 transaction fee for both filing and releasing liens.

AGENDA ITEM 5: Appointment of Secretary and Co-Treasurers, Submitted by Norman Younghusband

Donna Armour was nominated for the position of Secretary and Diane Ferguson and Chris Hughes were nominated to be Co-Treasurers as Chris transitions into the position and Diane transitions out. The motion was seconded. The nominations passed unanimously.

AGENDA ITEM 6: Updating Credit Cards and Signatures at the Bank, Submitted by Norman Younghusband

Norman proposed a meeting be set at the bank for all the officers signatures and new credit cards, plus updating the address for the POA.

There being no further business to come before the 2024 Board of Directors, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 10:01 am.

Minutes submitted by:



Donna Armour
Secretary

Approved:



Randal Bublitz
President/Director



Steve Armour
Director/Webmaster



Larry Johnson
Director



Norman Younghusband
Vice President/Director/Road Committee



Allen Moreau
Director