

NOTICE IS HEREBY GIVEN that an Open Meeting of the Board of Directors of CCSEI will be held on **Thursday, May 19, 2022 at 6:00 p.m.** at 8151 East Garfield Street, Scottsdale, Arizona 85257 in the Maintenance Building.

I. PROCEDURES

- A. Announcement: Membership Decorum
- B. Call to Order
- C. Roll Call
- D. Adopt Agenda
- E. Approval of Open Meeting Minutes of April 21, 2022

II. REPORTS

- A. Manager's Report
- B. Building Reports – Board members report issues
- C. Treasurer's Report
- D. Committee Reports:
 - Membership Committee – Ellie Jackson, Chair
 - Finance/Budget – Vacant
 - Grounds – Carol Papalas, Chair

III. OLD BUSINESS

- A. Re: Finding an Auditor
- B. Inspections

IV. NEW BUSINESS

- A. Re: Member Responsibility for Remodeling Unit
- B. Corridor Lighting and Unit Numbers

Consolidated Co-ops
of Scottsdale East, Inc.

8151 E. GARFIELD ST.
SCOTTSDALE, ARIZONA 85257
PHONE (480) 947-3841
FAX (480) 947-8553

V. MEMBERS' FORUM

VI. ADJOURNMENT

By: CP
Carol Papalas, Secretary

Date: 5/17/2022

DRAFT

**Consolidated Co-ops
of Scottsdale East, Inc.**

8151 E. GARFIELD ST.
SCOTTSDALE, ARIZONA 85257
PHONE (480) 947-3941
FAX (480) 947-6553

**Minutes for Open Board of Directors Meeting, Thursday, April 21, 2022 held at
Maintenance Building for Consolidated Co-ops, 8151 E. Garfield, St., Scottsdale,
AZ 85257.**

I. Procedures:

- A. Call to order at 6:09 pm by Vice President George Pool.
- B. Roll Call - Maryana Scott (C Rep & President), Carol Papalas (E Rep & Secretary), George Pool (B rep & VP), Dan Free (D rep), Fred Weninger (F rep), Ellie Jackson (G Rep & Treasurer) – Quorum met.
- C. Motion to adopt agenda made by Carol, 2nd by Dan. Passed.
- D. Motion to approve Open Meeting minutes as amended for April 24, 2022 made by Ellie, 2nd by Fred. Passed.

II. Reports

- A. Manager's Report (Read by Ellie)
 1. Thank you from Jayson re: cards and wishes for recovery.
 2. Painting completed on D Bldg. Green on metal too light. Board will select darker green prior to June when B Bldg will be painted. Samples of darker greens to be placed on railings.
- B. Bldg. Reports
B Bldg – Nothing to report, C Bldg – Nothing, D Bldg – nothing to report, E Bldg – Nothing, F Bldg – algae in pool, G Bldg – nothing.
- C. Treasurer's Report – Submitted by Ellie. See report.
- D. Committees Reports
 1. Membership committee – No new members.
 2. Finance/Budget Committee – Vacant.
 3. Grounds – Carol Papalas – Chair: Thanked volunteers working on landscaping and gardening at C Building.

III. Old Business

- Motion to accept darker green for metal made by Ellie, 2nd by Fred and tabled until May open meeting.

IV. New Business


- Motion to accept Mary Passarelli as new Board Member representing H Building made by Ellie, 2nd by Fred. Passed.

V. Members' Forum

- A. Bonita Blalock (F-217) – Commended Bonnie & Fred for improving landscaping and wanted permission to plant two plants at the corner of F.
- B. Trish W. (H111) – Wanted permission to add above ground potted plants to her landscaping.

- VI. Adjournment** – Motion to adjourn at 6:44 p.m. made by Carol, 2nd by Dan. Passed.

Respectfully submitted

By: 
Carol Papalas, Secretary

Date: April 28, 2022



Manager's Report

May 19th, 2022

The hot days are here so a lot of maintenance time will be spent on A/C and irrigation. We are still looking for another tech and had a great candidate who was going to start this week but decided on another job. He explained to me it was due to commute and fuel costs. I am always looking for qualified candidates but it is an employee's market right now for almost all fields but it seems especially so for the trades.

Although I had planned to have the west end of D apts landscaped before now we will get it done over the next couple weeks. Basically, just get the stumps out and a tree with a couple plants. The area behind C will be too much to handle inhouse at the time and I will get some bids to get it finished. We will do some of it to keep the costs down but the majority of the installation will have to be completed by a landscape company.

The painting at B is starting the second week in June and notices will be going out to members with instructions of what will be required of them.

Consolidated Cooperatives of Scottsdale East, Inc.
Balance Sheet
 As of April 30, 2022

	<u>Apr 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1120 · Cash	
1121.0 · NEW WF Chkg-8323	274,794.13
Total 1120 · Cash	<u>274,794.13</u>
1300 · Capital Replacement Reserve	
1309.2 · PNC Bank MM - .02%	252,238.93
1309.3 · BMO Harris Bank-MM .05%	200,071.11
Total 1300 · Capital Replacement Reserve	<u>452,310.04</u>
1300.1 · Emergency Reserve	
1312 · USBank MM - .01%	266,851.73
Total 1300.1 · Emergency Reserve	<u>266,851.73</u>
1300.2 · Member Deposits	
1378 · MidFirst Money Market (.3%)	109,113.78
Total 1300.2 · Member Deposits	<u>109,113.78</u>
Total Checking/Savings	1,103,069.68
Accounts Receivable	
1130 · Member Accounts Receivable	23,479.38
Total Accounts Receivable	<u>23,479.38</u>
Other Current Assets	
1200 · Prepaid Expenses	
1241 · Prepaid Property & Liability Ins	1,912.35
1280 · Federal Prepaid Tax	18,000.00
1285 · State Prepaid Tax	14,143.00
1200 · Prepaid Expenses - Other	2,500.00
Total 1200 · Prepaid Expenses	<u>36,555.35</u>
1310 · Employee Advance	3,692.06
1499 · Undeposited Receipts	14,089.27
Total Other Current Assets	<u>54,336.68</u>
Total Current Assets	1,180,885.74
Fixed Assets	
1400 · FIXED ASSETS	
1410 · Land	337,882.00
1412 · Land & Land Improvements	435,509.73
1421 · Buildings	2,583,985.62
1423 · Buildings - Capital Improvement	2,326,836.23
1425 · Building Equipment	897,796.31
1461 · Furniture	15,602.00
1481 · Vehicle and Maintenance Equip	10,119.33
4121 · Buildings - Accum Depn	-4,635,592.12
Total 1400 · FIXED ASSETS	<u>1,972,139.10</u>
Total Fixed Assets	<u>1,972,139.10</u>
TOTAL ASSETS	<u><u>3,153,024.84</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable - Trade	11,879.29
2150 · Real Property Taxes - Accrued	47,134.47

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of April 30, 2022

	<u>Apr 30, 22</u>
Total Accounts Payable	59,013.76
Other Current Liabilities	
2120 · Wages & Payroll Taxes Payable	
2123 · Accrued Payroll Taxes	-331.54
2120 · Wages & Payroll Taxes Payable - Other	3,319.44
2211 Member Prepaid	111,864.54
Total 2120 · Wages & Payroll Taxes Payable	114,852.44
2140 · Taxes Payable	
2141 · Federal Taxes Payable	9,663.00
2142 · State Taxes Payable	2,724.00
Total 2140 · Taxes Payable	12,387.00
2191 · Member Deposits Held in Trust	107,700.00
2213 · Deferred Tax Liability	15,347.00
Total Other Current Liabilities	250,286.44
Total Current Liabilities	309,300.20
Total Liabilities	309,300.20
Equity	
3100 · Owner Equity	
3121 · Common Stock - 350 shares	350.00
3131 · Treasury Stock @ Cost 1share	-10,000.00
3241 · Additional Paid-in capital	3,265,786.00
Total 3100 · Owner Equity	3,256,136.00
3240 · Funded Reserve Costs	
3240.1 · Reserve for Replacements	351,869.00
3240.2 · Gen Op Reserve	2,341.00
Total 3240 · Funded Reserve Costs	354,210.00
3243 · General Operating Reserve	256,950.00
3900 · Retained Earnings	-1,112,690.41
Net Income	43,708.29
Total Equity	2,798,313.88
TOTAL LIABILITIES & EQUITY	<u>3,107,614.08</u>

Consolidated Cooperatives of Scottsdale East, Inc.

05/18/22

Profit & Loss Budget Performance

Accrual Basis

April 2022

	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	105,513.00	106,020.00	420,446.14	424,090.00	1,272,250.00
5170 · Parking Permits	55.00	300.00	18,445.00	17,800.00	18,500.00
5190 · Locker Rental	1,470.00	1,500.00	5,880.00	6,000.00	18,000.00
Total 5100 · Rent Revenue	107,038.00	107,820.00	444,771.14	447,890.00	1,308,750.00
5401 · Interest Income	27.91		112.55		
5900 · Other Revenue					
5910 · Laundry Income	0.00	840.00	3,064.70	3,360.00	10,000.00
5920 · NSF & Late Charges	750.00	0.00	2,855.00	75.00	250.00
5925 · Fines, Fees	0.00	0.00	75.00	0.00	225.00
5930 · Transfer Fees	0.00	667.00	2,200.00	2,664.00	8,000.00
5940 · Pet Fees	0.00	34.00	200.00	128.00	400.00
5950 · Service Repair Fees	161.00	583.00	3,611.00	2,336.00	7,000.00
5990 · Other Income	0.00	125.00	488.00	500.00	1,500.00
5991 · Recovered Legal Fees	0.00	0.00	0.00	0.00	2,000.00
5992 · Recovered Rehab	0.00	0.00	0.00	0.00	855.54
Total 5900 · Other Revenue	911.00	2,249.00	12,493.70	9,063.00	30,230.54
Total Income	107,976.91	110,069.00	457,377.39	456,953.00	1,338,980.54
Expense					
6300 · Administrative Expenses					
6309 · Advertising	0.00	0.00	4,257.00	1,000.00	2,000.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	8,933.34	9,583.00	34,172.07	38,336.00	115,000.00
6310.2 · Holiday	172.00		688.00		
6310.3 · Vacation	0.00		860.00		
6310.6 · Contract Labor - Porter	600.00	600.00	2,400.00	2,400.00	7,800.00
Total 6310 · Salaries & Wages - Office	9,705.34	10,183.00	38,120.07	40,736.00	122,800.00
6311 · Supplies - Office					
6311.1 · Office Supplies	15.57	208.00	1,141.67	836.00	2,500.00
6311.3 · Postage	0.00	50.00	232.00	200.00	500.00
Total 6311 · Supplies - Office	15.57	258.00	1,373.67	1,036.00	3,000.00
6312 · Computers Equip/Supplies/S...	1,339.08	0.00	1,339.08	1,000.00	2,000.00
6313 · Equip Maint Contracts	232.00	208.00	1,037.06	836.00	2,500.00
6341 · Legal	0.00	208.00	60.00	836.00	2,500.00
6350 · Audit & Accounting					
6351 · Accounting Services	0.00	833.00	1,058.76	3,336.00	10,000.00
6352 · Annual Audit Costs	0.00	0.00	0.00	0.00	12,500.00
6353 · Payroll Service Fee	334.08	250.00	1,101.25	1,000.00	3,000.00
Total 6350 · Audit & Accounting	334.08	1,083.00	2,160.01	4,336.00	25,500.00
6360 · Telephone/Cellular	441.55	291.00	1,751.75	1,172.00	3,500.00
6363 · Internet Contract	355.63	334.00	1,424.95	1,332.00	4,000.00
6391 · Bank Charges	38.50	25.00	589.24	75.00	200.00
6392 · Credit Checks	32.95	125.00	263.90	500.00	1,500.00
6397 · Dues/Education	0.00		375.42		
6399 · Other					
6399.1 · Fuel/Mileage	0.00	0.00	0.00	25.00	100.00
6399.4 · Community Days	0.00	0.00	1,577.49	2,000.00	2,500.00
6399.5 · Misc Admin	350.00	0.00	350.00	250.00	500.00
Total 6399 · Other	350.00	0.00	1,927.49	2,275.00	3,100.00
Total 6300 · Administrative Expenses	12,844.70	12,715.00	54,679.64	55,134.00	172,600.00

Consolidated Cooperatives of Scottsdale East, Inc.
Profit & Loss Budget Performance
April 2022

05/18/22

Accrual Basis

	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Bu...
6400 · Utilities Expense					
6450 · Electric	5,012.86	3,334.00	12,466.93	13,336.00	40,000.00
6451 · Water	6,907.76	7,500.00	27,151.59	30,000.00	90,000.00
6452 · Gas	1,856.67	1,334.00	11,072.73	5,336.00	16,000.00
6453 · Sewer	3,820.62	3,334.00	15,282.48	13,328.00	40,000.00
6454 · Trash	2,885.14	2,084.00	10,879.54	8,328.00	25,000.00
6455 · Envir/Taxes & Fees	667.69	730.00	2,627.99	2,928.00	8,800.00
Total 6400 · Utilities Expense	21,150.74	18,316.00	79,481.26	73,256.00	219,800.00
6500 · Operating & Maintenance Expen...					
6501 · Sales Tax Maintenance Items	0.00		199.53		
6502 · Building Maint/Improvements	81.32	1,250.00	9,584.64	5,000.00	15,000.00
6503 · Temp Labor - Maintenance	0.00	2,500.00	0.00	2,500.00	5,000.00
6511 · Janitorial Supplies	0.00	100.00	359.44	410.00	1,250.00
6519 · Exterminating Contract	250.00	584.00	2,515.90	2,328.00	7,000.00
6535 · Fuel-Equipment	0.00	0.00	0.00	25.00	100.00
6536 · Plants&Supplies - Grounds	0.00	834.00	305.67	3,332.00	10,000.00
6537 · Contracts - Grounds	4,000.00	4,584.00	16,000.00	18,332.00	55,000.00
6538 · Sprinkler System - Grounds	0.00	250.00	277.19	1,000.00	3,000.00
6539 · Trees - Grounds	650.00	1,250.00	3,262.90	5,000.00	15,000.00
6540 · Payroll					
6540.1 · Wages	9,562.19	14,167.00	36,274.98	56,664.00	170,000.00
6540.2 · Holiday	524.00		1,616.00		
6540.3 · Vacation	408.00	0.00	408.00	0.00	0.00
6540.4 · Sick	262.00	0.00	466.00	0.00	0.00
Total 6540 · Payroll	10,756.19	14,167.00	38,764.98	56,664.00	170,000.00
6541 · Materials					
6541.1 · Materials	0.00	0.00	0.00	125.00	500.00
6541.2 · Signage	0.00	500.00	0.00	2,000.00	6,000.00
6541.5 · Hardware	0.00	0.00	0.00	125.00	250.00
6541.6 · Rehab	0.00	417.00	591.02	1,664.00	5,000.00
6541.7 · Rehab - Recoverable	0.00		297.62		
Total 6541 · Materials	0.00	917.00	888.64	3,914.00	11,750.00
6542 · Capital Improvements					
6542.5 · Xeriscape	0.00	5,000.00	0.00	5,000.00	10,000.00
6542.7 · Painting	0.00		125,500.00		
Total 6542 · Capital Improvements	0.00	5,000.00	125,500.00	5,000.00	10,000.00
6543 · Parking Lot Sweeping	0.00	300.00	0.00	1,200.00	3,600.00
6545 · HVAC					
6545.1 · HVAC Replacements	0.00	0.00	6,444.83	20,000.00	60,000.00
6545.2 · HVAC Repairs	0.00	0.00	0.00	0.00	12.27
6545.3 · HVAC Parts	3,159.67	1,042.00	3,159.67	4,164.00	12,500.00
Total 6545 · HVAC	3,159.67	1,042.00	9,604.50	24,164.00	72,512.27
6547 · Swimming Pools					
6547.1 · Contracts - Pools	0.00	5,232.50	0.00	12,382.50	15,545.00
6547.2 · Chemicals - Pools	971.17	625.00	2,171.06	2,500.00	7,500.00
6547.3 · Parts for Pool	0.00	208.00	781.28	836.00	2,500.00
6547.4 · Pool Furniture	0.00	417.00	0.00	1,664.00	5,000.00
6547.5 · Permits	0.00	158.00	270.00	636.00	1,900.00
Total 6547 · Swimming Pools	971.17	6,640.50	3,222.34	18,018.50	32,445.00
6551 · Small Tools - Repairs	0.00	125.00	1,246.01	500.00	1,500.00
6555 · Electrical Supplies	145.13	416.00	1,189.70	1,672.00	5,000.00
6560 · Painting Costs					
6560.2 · Paint Supplies	31.53	209.00	97.97	828.00	2,500.00
Total 6560 · Painting Costs	31.53	209.00	97.97	828.00	2,500.00

Consolidated Cooperatives of Scottsdale East, Inc.

05/18/22

Profit & Loss Budget Performance

Accrual Basis

April 2022

	Apr 22	Budget	Jan - Apr 22	YTD Budget	Annual Bu...
6570 - Vehicle					
6571 - Vehicles - Repairs	0.00	125.00	431.01	500.00	1,500.00
Total 6570 - Vehicle	0.00	125.00	431.01	500.00	1,500.00
6580 - Plumbing					
6581 - Supplies - Plumbing	37.42	1,167.00	2,567.60	4,664.00	14,000.00
6582 - Contracts - Plumbing	0.00	0.00	0.00	0.00	0.00
6583 - Hot H2O Htrs-Replace	0.00	1,000.00	1,689.18	4,000.00	12,000.00
6584 - Toilets - Replacements	0.00	0.00	4,589.43	750.00	1,500.00
Total 6580 - Plumbing	37.42	2,167.00	8,846.21	9,414.00	27,500.00
6591 - Lock & Keys	0.00	0.00	62.71	125.00	500.00
6592 - Doors & Screens	0.00	125.00	171.65	500.00	1,500.00
6594 - A/C Filters	0.00	125.00	773.54	500.00	1,500.00
6599.1 - Misc- Maintenance	0.00	83.00	0.00	336.00	1,000.00
6599.2 - Equipment Rental	0.00	208.00	376.00	836.00	2,500.00
Total 6500 - Operating & Maintenance ...	20,082.43	43,001.50	223,680.53	162,098.50	456,657.27
6700 - Taxes and Insurance					
6710 - Real Property	0.00	0.00	0.00	0.00	100,000.00
6711 - Payroll Tax (FICA/MC)	1,519.41	1,500.00	5,698.19	6,000.00	18,000.00
6712 - FUTA/SUTA	0.00	483.00	1,092.00	1,936.00	5,800.00
6719 - Licenses & Permits	0.00	250.00	70.00	250.00	500.00
6720 - Property&Liability- Insurance	7,154.83	7,000.00	28,591.32	28,000.00	84,000.00
6722 - Workers Comp -Insurance	0.00	333.00	0.00	1,336.00	4,000.00
6723 - Employee Benefits	2,844.04	2,666.00	11,376.16	10,672.00	32,000.00
Total 6700 - Taxes and Insurance	11,518.28	12,232.00	46,827.67	48,194.00	244,300.00
Total Expense	65,596.15	86,264.50	404,669.10	338,682.50	1,093,357.27
Net Ordinary Income	42,380.76	23,804.50	52,708.29	118,270.50	245,623.27
Other Income/Expense					
Other Expense					
7000 - Corporate Co-op Expenses					
7131 - Arizona Inc Tax	9,000.00		9,000.00		
Total 7000 - Corporate Co-op Expenses	9,000.00		9,000.00		
Total Other Expense	9,000.00		9,000.00		
Net Other Income	-9,000.00		-9,000.00		
Net Income	33,380.76	23,804.50	43,708.29	118,270.50	245,623.27

