

AGENDA

ANNUAL MEETING OF SHAREHOLDERS AND ELECTION OF MEMBERS FOR
THE BOARD OF DIRECTORS
CONSOLIDATED COOPERATIVES OF SCOTTSDALE EAST, INC.
SATURDAY, MARCH 11, 2023 AT 10:00 A.M.
BASKETBALL COURT

Shareholder sign-in begins at 9:45 a.m. A quorum of 70 members in good standing (20%) in person or by mail-in ballot must be present for the meeting to be called to order by the President.

- I. Shareholder sign-in/walk-up voting
- II. Call to order
- III. Verification of quorum (70 members present in person or by proxy) by Election Chair
- IV. Proof of Waiver of Notice of Meeting to members
- V. Introduction of Election Inspectors
- VI. Nominations for Hollyhock complex
(Intermission while Hollyhock votes and all votes are counted)
- VII. Report of voting results for Board of Directors and Ballot Measure (Liability Insurance Requirement) by Election Inspection Chair.
- VIII. Acceptance of Minutes of March 12, 2022, Annual Meeting
- IX. Reports of Officers and General Manager
- X. Old Business
- XI. New Business
 - a. Door Prize
 - b. Sign up for Committees
- XII. Adjournment

The following Members are candidates for the Board of Directors:

- B Building - George Pool
- C Building - Maryana Scott
- D Building - Dan Free
- E Building - Jennifer Ward
- F Building - Colleen Domigan
- G Building - Eleanor Jackson
- H Building - (No candidate - nominations from floor accepted)

By: Mary S. Passarelli
Mary S. Passarelli, Secretary

Date: 2/17/23

There will be a potluck following the meeting. Please bring a dish for everyone to enjoy. The Co-op will provide hamburgers, hot dogs and drinks, as well as plates, cups, napkins and utensils. There will also be Bingo games.

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

8151 E. GARFIELD ST.
SCOTTSDALE, ARIZONA 85257
PHONE (480) 947-3941
FAX (480) 947-8553

**MINUTES OF THE ANNUAL MEMBERSHIP MEETING OF
CONSOLIDATED COOPERATIVES OF SCOTTSDALE EAST, INC.**

The Annual Membership Meeting of Consolidated Cooperatives of Scottsdale East, Inc., was held on Saturday, March 12, 2022, at 9:45 a.m. on the basketball court at 8151 East Garfield Street, Scottsdale, Arizona, 85257.

- I. **Shareholder walk-up/Sign-in Voting at 9:45 a.m. - until meeting starts.**
- II. **Call to Order at 10:08 a.m. - *President Maryana Scott***
 - A. **Roll Call - General Manager and Building Representatives:**

GM Jayson Hunt - present	E - Carol Papaias - present
B - George Pool - present	F - Fred Weninger - present
C - Maryana Scott - present	G - Eleanor "Ellie" Jackson - present
D - Dan Free - present	H - Vacant

President welcomed members.
- III. **Verification of Quorum by Election Chair - *General Manager Jayson Hunt***
 - A. A "Quorum" of 70 members in good standing in person or by mail-in ballot was required to be present for the meeting to be conducted.
 - B. The Election Chair confirmed that a "quorum" was present. Eighty units were represented in person or by mail-in ballot.
- IV. **Proof of Waiver of Notice of Meeting to Members**
 - A. *General Manager Jayson Hunt* confirmed that the "Notice and Agenda" for the March 12, 2022, Annual Membership Meeting was published February 4, 2022, and posted throughout the property. Each unit was sent a "Notice, Agenda, and Ballot" via USPS or hand delivered.
 - B. **NOTE:** The liability insurance requirement has been met. The Annual Meeting Notice and Agenda did not expressly provide for adoption of the "Agenda."
- V. **Introduction of Election Inspectors - *GM Jayson Hunt***

Marie Wallenborn (D207)	Deborah McPherson (G217)
Diane Olsen (D12)	Marion Chaney (G111)
Ramsey Mitchell (G213)	Barbara Roberts (E11)
Cindy Eaton (C210)	Tom & Gail Wolkos (G3)
- VI. **Nominations for Hollyhock Complex**

There were no nominations for the Hollyhock Complex.

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- VII. Report of Voting Results for Board of Directors by Election**
Inspection Chairperson - *General Manager Jayson Hunt*
BUILDING B (Buena Venture) - *George Pool*
BUILDING C (Camelback) - *Maryana Scott*
BUILDING D (Desert Star) - *Dan Free*
BUILDING E (Edgewood) - *Carol Papalas*
BUILDING F (Fontaine Bleu) - *Fredrick Weninger*
BUILDING G (Granite Reef) - *Eleanor "Ellie" Jackson*
BUILDING H (Hollyhock) - *No Candidate*
- VIII. Acceptance of Minutes (March 13, 2021, Annual Membership Meeting)**
MOTION: to accept March 13, 2021, Minutes made by Mary McPherson (E13); 2nd by Cindy Eaton (C210). Passed.
- IX. Reports from Officers and General Manager**
- A. *GM Jayson Hunt* - A good amount of funds have been added to the reserves in spite of adversity in 2021. The corporation is on track to paint all the buildings next year, and the parking lot resurfacing will follow the painting or possibly begin before the painting is completed. There are currently three maintenance staff members with plans to hire a fourth in hopes of completing sewer line replacements more quickly.
Every Co-op in the state, except for Tucson, has reached out to GM Hunt to find out how our Co-op is operating so well while the others are struggling. They are impressed with our ability to build up our reserves. Our Boards that have implemented increases in dues deserve credit, since these increases were critically needed. The Co-op is headed in the right direction. GM Hunt feels good about our future. Continued planning and long-term budget controls will keep the Co-op in good shape.
- B. **Building Reports and Board Members' Remarks**
BUILDING B: *George Pool* (No Remarks)
BUILDING C: *Maryana Scott* thanked all the complex for support.
BUILDING D: *Dan Free* (No Remarks)
BUILDING E: *Carol Papalas* thanked E.S. Badgley for taking over landscaping and "going to town" with it.
BUILDING F: *Fred Weninger* thanked Jayson, Ray and Bianca.
BUILDING G: *Ellie Jackson* thanked the new maintenance staff.
BUILDING H: *Vacant*
- X. Old Business - None**

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XI. New Business

A. Door prize drawing. Winners receive \$50.00 credit toward monthly fees (up \$25.00 from last year).

- Bill & Joan Wilkie (B117)

- Kewal Dhariwal (D211)

-Helen Babcock (F108)

-Angela Omara (G102)

-Don & Marylou Meredith (C113)

-Bertha Bracken (E204)

-Angeles Almero (G102)

-Paul & Margaret Vaine (H3)

B. Sign-up for Committees:

Landscaping - Carol Papalas

Budget and Finance - Vacant

Pets - Christine Rugolo

XII. ADJOURNMENT

MOTION: to adjourn made by Dan Garvey (H11), 2nd by Jane Suppan (G11). Passed. Meeting adjourned at 10:53 a.m.



Carol Papalas, Secretary

Date: 2/21/2023

Manager's Report

March 11th, 2023

Annual Members' Meeting

Financially, the Cooperative did very well in 2022. Half of the buildings have been painted and the rest will be finished by fall. There have been a few questions and suggestions regarding the security doors. After seeing a few that have been painted, I believe the black, like D-109's rear security gate, Looks quite beautiful.

We now have four Co-op maintenance employees with experience in the field. They are Leo Faranda, Keith Kotary and Brandon Moon. They all bring different skill sets and experience which should make for a very well rounded and equipped team.

After the painting is finished this year, the next big projects will be resurfacing the parking lot and replacing the concrete on the catwalks in the apartment corridors. The long-term budget will have to be revisited this fall to see how the finances are looking to accomplish the needed maintenance. If the prices of materials hold, or even better, return to reasonable levels, the Co-op should be looking pretty good.

The installation of the new xeriscape area north of the Camelback apartments has begun. Unfortunately, the gentleman building the wall and garden boxes had a sewer backup/flood in his home and hasn't been here to finish this week. He will return next week to finish up. Irrigation /drip lines will be put in next and finally gravel and new plants will go in. Most of this should be completed in three to four weeks.

Profit & Loss Budget Performance

December 2022

	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	105,439.00	106,020.00	1,261,859.14	1,272,250.00	1,272,250.00
5170 · Parking Permits	0.00	0.00	18,750.00	18,500.00	18,500.00
5190 · Locker Rental	1,365.00	1,500.00	17,025.00	18,000.00	18,000.00
Total 5100 · Rent Revenue	106,804.00	107,520.00	1,297,634.14	1,308,750.00	1,308,750.00
5401 · Interest Income	234.40		775.58		
5900 · Other Revenue					
5910 · Laundry Income	0.00	840.00	8,978.51	10,000.00	10,000.00
5920 · NSF & Late Charges	435.00	25.00	8,479.00	250.00	250.00
5925 · Fines, Fees	0.00	0.00	750.00	225.00	225.00
5930 · Transfer Fees	600.00	667.00	7,400.00	8,000.00	8,000.00
5940 · Pet Fees	0.00	34.00	600.00	400.00	400.00
5950 · Service Repair Fees	323.00	583.00	7,605.00	7,000.00	7,000.00
5990 · Other Income	70.00	125.00	1,258.00	1,500.00	1,500.00
5991 · Recovered Legal Fees	0.00	1,000.00	0.00	2,000.00	2,000.00
5992 · Recovered Rehab	0.00	0.00	-250.00	855.54	855.54
Total 5900 · Other Revenue	1,428.00	3,274.00	34,820.51	30,230.54	30,230.54
Total Income	108,466.40	110,794.00	1,333,230.23	1,338,980.54	1,338,980.54
Expense					
6300 · Administrative Expenses					
6309 · Advertising	10.79	0.00	7,552.03	2,000.00	2,000.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	8,666.84	9,583.00	110,711.66	115,000.00	115,000.00
6310.2 · Holiday	172.00		1,720.00		
6310.3 · Vacation	172.00		2,580.00		
6310.4 · Sick	0.00		602.00		
6310.5 · Bonus	7,500.00		7,500.00		
6310.6 · Contract Labor - Porter	600.00	600.00	7,800.00	7,800.00	7,800.00
Total 6310 · Salaries & Wages - Office	17,110.84	10,183.00	130,913.66	122,800.00	122,800.00
6311 · Supplies - Office					
6311.1 · Office Supplies	110.14	208.00	2,129.42	2,500.00	2,500.00
6311.3 · Postage	0.00	50.00	232.00	500.00	500.00
Total 6311 · Supplies - Office	110.14	258.00	2,361.42	3,000.00	3,000.00
6312 · Computers Equip/Supplies/S...	0.00	0.00	2,289.65	2,000.00	2,000.00
6313 · Equip Maint Contracts	263.69	208.00	2,989.20	2,500.00	2,500.00
6341 · Legal	0.00	208.00	235.00	2,500.00	2,500.00
6350 · Audit & Accounting					
6351 · Accounting Services	0.00	833.00	9,445.88	10,000.00	10,000.00
6352 · Annual Audit Costs	0.00	0.00	0.00	12,500.00	12,500.00
6353 · Payroll Service Fee	688.16	250.00	3,990.29	3,000.00	3,000.00
Total 6350 · Audit & Accounting	688.16	1,083.00	13,436.17	25,500.00	25,500.00
6360 · Telephone/Cellular	452.17	291.00	5,807.36	3,500.00	3,500.00
6363 · Internet Contract	0.00	334.00	3,961.74	4,000.00	4,000.00
6391 · Bank Charges	92.50	0.00	1,281.30	200.00	200.00
6392 · Credit Checks	65.90	125.00	1,186.62	1,500.00	1,500.00
6397 · Dues/Education	150.19		525.61		
6399 · Other					
6399.1 · Fuel/Mileage	0.00	0.00	124.44	100.00	100.00
6399.4 · Community Days	0.00	0.00	1,577.49	2,500.00	2,500.00
6399.5 · Misc Admin	0.00	0.00	923.78	500.00	500.00
Total 6399 · Other	0.00	0.00	2,625.71	3,100.00	3,100.00
Total 6300 · Administrative Expenses	18,944.38	12,690.00	175,165.47	172,600.00	172,600.00

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

December 2022

01/18/23

Accrual Basis

	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Bu...
6400 - Utilities Expense					
6450 - Electric	2,623.18	3,334.00	33,221.11	40,000.00	40,000.00
6451 - Water	12,613.30	7,500.00	96,371.43	90,000.00	90,000.00
6452 - Gas	3,722.11	1,334.00	18,874.85	16,000.00	16,000.00
6453 - Sewer	7,724.32	3,334.00	45,857.89	40,000.00	40,000.00
6454 - Trash	2,874.52	2,084.00	33,374.25	25,000.00	25,000.00
6455 - Envir/Taxes & Fees	1,251.14	734.00	9,165.24	8,800.00	8,800.00
Total 6400 - Utilities Expense	30,808.57	18,320.00	236,864.77	219,800.00	219,800.00
6500 - Operating & Maintenance Expense					
6501 - Sales Tax Maintenance Items	99.04		1,427.33		
6502 - Building Maint/Improvements	2,466.76	1,250.00	26,687.04	15,000.00	15,000.00
6503 - Temp Labor - Maintenance	4,237.20	0.00	10,137.50	5,000.00	5,000.00
6511 - Janitorial Supplies	237.63	105.00	2,170.54	1,250.00	1,250.00
6519 - Exterminating Contract	199.00	584.00	5,728.80	7,000.00	7,000.00
6535 - Fuel-Equipment	0.00	25.00	0.00	100.00	100.00
6536 - Plants&Supplies - Grounds	0.00	834.00	408.64	10,000.00	10,000.00
6537 - Contracts - Grounds	4,000.00	4,584.00	48,360.00	55,000.00	55,000.00
6538 - Sprinkler System - Grounds	0.00	250.00	1,077.41	3,000.00	3,000.00
6539 - Trees - Grounds	3,423.20	1,250.00	11,843.00	15,000.00	15,000.00
6540 - Payroll					
6540.1 - Wages	6,793.25	14,167.00	111,057.49	170,000.00	170,000.00
6540.2 - Holiday	556.00		4,520.00		
6540.3 - Vacation	204.00	0.00	4,300.00	0.00	0.00
6540.4 - Sick	0.00	0.00	2,075.00	0.00	0.00
6540.5 - Bonus	3,000.00		3,000.00		
Total 6540 - Payroll	10,553.25	14,167.00	124,952.49	170,000.00	170,000.00
6541 - Materials					
6541.1 - Materials	0.00	0.00	0.00	500.00	500.00
6541.2 - Signage	0.00	500.00	7,839.80	6,000.00	6,000.00
6541.4 - Appliance Parts	0.00		116.72		
6541.5 - Hardware	0.00	0.00	543.67	250.00	250.00
6541.6 - Rehab	0.00	417.00	990.65	5,000.00	5,000.00
6541.7 - Rehab - Recoverable	0.00		297.62		
Total 6541 - Materials	0.00	917.00	9,788.46	11,750.00	11,750.00
6542 - Capital Improvements					
6542.5 - Xeriscape	0.00	0.00	0.00	10,000.00	10,000.00
6542.7 - Painting	39,210.00		371,585.00		
Total 6542 - Capital Improvements	39,210.00	0.00	371,585.00	10,000.00	10,000.00
6543 - Parking Lot Sweeping	0.00	300.00	0.00	3,600.00	3,600.00
6545 - HVAC					
6545.1 - HVAC Replacements	0.00	0.00	45,245.28	60,000.00	60,000.00
6545.2 - HVAC Repairs	0.00	0.00	0.00	12.27	12.27
6545.3 - HVAC Parts	675.32	1,042.00	20,481.86	12,500.00	12,500.00
Total 6545 - HVAC	675.32	1,042.00	65,727.14	72,512.27	72,512.27
6547 - Swimming Pools					
6547.1 - Contracts - Pools	0.00	0.00	0.00	15,545.00	15,545.00
6547.2 - Chemicals - Pools	0.00	625.00	7,586.70	7,500.00	7,500.00
6547.3 - Parts for Pool	956.07	208.00	4,950.00	2,500.00	2,500.00
6547.4 - Pool Furniture	0.00	417.00	0.00	5,000.00	5,000.00
6547.5 - Permits	0.00	158.00	0.00	1,900.00	1,900.00
Total 6547 - Swimming Pools	956.07	1,408.00	12,536.70	32,445.00	32,445.00
6551 - Small Tools - Repairs	0.00	125.00	4,091.42	1,500.00	1,500.00
6555 - Electrical Supplies	837.73	416.00	2,585.81	5,000.00	5,000.00

Consolidated Cooperatives of Scottsdale East, Inc.

01/18/23

Profit & Loss Budget Performance

Accrual Basis

December 2022

	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Bu...
6560 · Painting Costs					
6560.2 · Paint Supplies	0.00	209.00	324.34	2,500.00	2,500.00
Total 6560 · Painting Costs	0.00	209.00	324.34	2,500.00	2,500.00
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	125.00	2,406.50	1,500.00	1,500.00
Total 6570 · Vehicle	0.00	125.00	2,406.50	1,500.00	1,500.00
6580 · Plumbing					
6581 · Supplies - Plumbing	553.73	1,167.00	9,562.93	14,000.00	14,000.00
6582 · Contracts - Plumbing	0.00	0.00	4,000.00	0.00	0.00
6583 · Hot H2O Htrs-Replace	-609.79	1,000.00	4,457.57	12,000.00	12,000.00
6584 · Toilets - Replacements	0.00	0.00	6,716.88	1,500.00	1,500.00
Total 6580 · Plumbing	-56.06	2,167.00	24,737.38	27,500.00	27,500.00
6591 · Lock & Keys	0.00	125.00	257.56	500.00	500.00
6592 · Doors & Screens	32.25	125.00	203.90	1,500.00	1,500.00
6594 · A/C Filters	0.00	125.00	1,858.41	1,500.00	1,500.00
6599.1 · Misc- Maintenance	0.00	83.00	1,896.82	1,000.00	1,000.00
6599.2 · Equipment Rental	145.00	208.00	1,247.34	2,500.00	2,500.00
Total 6500 · Operating & Maintenance ...	67,016.39	30,424.00	732,039.53	456,657.27	456,657.27
6700 · Taxes and Insurance					
6710 · Real Property	0.00	0.00	93,028.29	100,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	2,070.28	1,500.00	18,977.11	18,000.00	18,000.00
6712 · FUTA/SUTA	38.55	483.00	1,130.55	5,800.00	5,800.00
6719 · Licenses & Permits	0.00	0.00	2,380.00	500.00	500.00
6720 · Property&Liability- Insurance	9,761.83	7,000.00	89,679.79	84,000.00	84,000.00
6722 · Workers Comp -Insurance	0.00	333.00	0.00	4,000.00	4,000.00
6723 · Employee Benefits	3,021.59	2,666.00	34,292.35	32,000.00	32,000.00
6724 · Penalties & Interest Expense	0.00		173.44		
Total 6700 · Taxes and Insurance	14,892.25	11,982.00	239,661.53	244,300.00	244,300.00
Total Expense	131,661.59	73,416.00	1,383,731.30	1,093,357.27	1,093,357.27
Net Ordinary Income	-23,195.19	37,378.00	-50,501.07	245,623.27	245,623.27
Other Income/Expense					
Other Expense					
7000 · Corporate Co-op Expenses					
7131 · Arizona Inc Tax	0.00		9,117.71		
Total 7000 · Corporate Co-op Expenses	0.00		9,117.71		
Total Other Expense	0.00		9,117.71		
Net Other Income	0.00		-9,117.71		
Net Income	-23,195.19	37,378.00	-59,618.78	245,623.27	245,623.27

