



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

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

PNOTICE IS HEREBY GIVEN that an Open Meeting of the Board of Directors of Consolidated Cooperatives of Scottsdale East, Inc. will be held on **Thursday, May 18, 2023 at 6:00 p.m.** at the Maintenance Building, 8151 East Garfield Street, Scottsdale, Arizona 85257.

An Executive Meeting precedes this Open Meeting.

I. PROCEDURES

- a. Call to Order – President Maryana Scott
- b. Roll Call
- c. Adopt Agenda

II. REPORTS

- a. Building Reports – Board members report issues, if any, in their respective buildings.
- b. Treasurer's Report – Ellie Jackson, Treasurer
- c. Committee Reports:
 - i. Membership Committee – Ellie Jackson, Chair
 - ii. Finance/Budget
 - iii. Grounds Report: Nancy Schad
- d. Manager's Report

III. NEW BUSINESS

- a. Owners renting to subleases will be fined \$500 and face possible termination.
- b. Effective 1 January 2024, there will be a 5% increase in Co-Ops fees.
- c. Working on Rules and Regulations updates.

IV. OLD BUSINESS

- a. Carol- E- Patio Flooding

V. MEMBERS' FORUM

VI. ADJOURNMENT

By: _____
Jennifer Ward, Secretary

Date: _____

MINUTES OF THE OPEN BOARD MEETING

An Open Meeting of the Board of Directors of CCSEI was held on **Thursday, April 20, 2023, at 6:01 p.m.** at 8151 East Garfield Street, Scottsdale, Arizona, 85257 in the Maintenance Building.

I. PROCEDURES

- a. Call to Order – President Maryana Scott called the meeting to order at 6:01 p.m.
- b. Roll Call
GM Jayson Hunt – present Bldg. E-Jennifer Ward – present
Bldg. B-George Pool – present Bldg. F-Colleen Domigan - present
Bldg. C-Maryana Scott – present Bldg. G-Ellie Jackson – present
Bldg. D-Dan Free – present Bldg. H-Trent Schneeberger - present
- c. Adopt Agenda. Motion to amend agenda was made.
- d. Approval of Minutes from March 23, 2023. Motion to approve was made by Colleen and seconded by Dan. Passed.

II. REPORTS

- a. Manager's Report-attached
- b. Introduction of new board members.
- c. Building Reports –
 - B. Nothing to report.
 - C. Back of C is progressing beautifully. The roses on the corner are not ours, do not touch.
 - D. Nothing to report.
 - E. Asked the board to conduct building inspections. Asked about the bricks near pool on East end to be leveled to ground, manager reported it is not a maintenance issue.
 - F. Security Gates: if deteriorating, members pay approximately \$90.00, pay what Co-op pays, no markup. Maintenance will do labor. Building Representative will advise Members of what needs to be removed.
If catwalks, stairs, corridors need work, put in a work order. Backflow of water to laundry room will be a work order. Letter was read; issues are being address with work orders and waiting for painting. New washer has already been put in G. Suggestion for solar panels were mentioned; not cost effective. We do not have specific day for landscaping, usually Monday, Tuesday, Friday.
Crosswalk was mentioned, Co-op can't paint the city street.
 - G. Letters will be distributed advising Members to put their items away until the painting is completed.
 - H. Nothing to report.
- d. Treasurer's Report – Ellie Jackson, Treasurer
March net profit: \$36,194

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Year to date profit: \$109,495

Money from a reserve account is being transferred to pay for paint. Account is being closed.

- e. Committee Reports:
- f. Membership Committee – Ellie Jackson, Chair
 1. Eric Sean Boynton (B217)
 2. Joseph Carl Meister, Sr. (B109)

A motion was made by George to accept new members, seconded by Dan and passed unanimously.

- g. Finance/Budget:
- h. Grounds Report: no report.

III. NEW BUSINESS

- a. Rock for Bldg. D front (Garfield side) West end grass was killed. We are trying to xeriscape the property. The new section will be bricked, most cost effective for now.
- b. Laundry Room position changed to Porter Position. New position will include a list of responsibilities such as pool walkways, dog trash, laundry rooms, etc.

IV. OLD BUSINESS

- a. Bank ACH will take approximately 6 months. Working on finding a 3rd party vendor. More to come.

V. MEMBERS' FORUM

Peter Anglero (B209)- How often does Jayson go to the bank? 3 times between 1-15 of month and another time possibly 2 after that. It takes at least an hour each time. Major concern regarding damage to the fence and concern over children being around the pool. It is wired shut with one weld. One of the new guys is a welder and will have it repaired. New pool signage will also be posted. Kitchen faucet issue: work orders can be called in so Bianca can write it up.

Carol Papalas (E-108) flooding issue has been an issue for many years. The building is lower than the street and water comes to the patio. Bid from landscapers is available. Much discussion was held. Sump pump is available; if an emergency, the emergency line can be called. It's a building issue during rain.

Jenny Hanson (C-106) volunteered to assist with ACH process.

Kerri Spahn (G-5) was concerned about crack in wall after painting. Jayson addressed it, it's in 2 townhouses. They are aware of it, about a \$12,000 repair, we don't have the money budgeted, painting it also protects it.

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Swamp cooler in F mentioned. Jayson will check into it. All swamp coolers had been worked on. Thanks

VI. **ADJOURNMENT.** Motion to adjourn was made by George, seconded by Ellie, and passed. Meeting adjourned at 7:07pm.

By: _____
Jennifer Ward, Secretary

Date: _____

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

April 2023

	Apr 23	Budget	Jan - Apr 23	YTD Budg...	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	105,784.00	106,021.00	418,319.72	424,084.00	1,272,252.00
5170 · Parking Permits	68.00	4,625.00	18,718.00	18,500.00	18,500.00
5190 · Locker Rental	1,350.00	1,500.00	5,400.00	6,000.00	18,000.00
Total 5100 · Rent Revenue	107,202.00	112,146.00	442,437.72	448,584.00	1,308,752.00
5401 · Interest Income	367.67	0.00	1,436.72	0.00	0.00
5900 · Other Revenue					
5910 · Laundry Income	708.00	833.33	2,994.10	3,333.36	10,000.00
5920 · NSF & Late Charges	485.00	500.00	6,382.00	2,000.00	6,000.00
5925 · Fines, Fees	0.00	22.50	375.00	70.00	250.00
5930 · Transfer Fees	0.00	666.66	800.00	2,666.72	8,000.00
5940 · Pet Fees	0.00	200.00	200.00	200.00	400.00
5950 · Service Repair Fees	337.00	583.33	2,293.00	2,333.36	7,000.00
5990 · Other Income	0.00	0.00	315.00	613.00	1,383.00
5992 · Recovered Rehab	0.00	0.00	0.00	0.00	-250.00
Total 5900 · Other Revenue	1,530.00	2,805.82	13,359.10	11,216.44	32,783.00
Total Income	109,099.67	114,951.82	457,233.54	459,800.44	1,341,535.00
Gross Profit	109,099.67	114,951.82	457,233.54	459,800.44	1,341,535.00
Expense					
6300 · Administrative Expenses					
6309 · Advertising	10.79	166.66	43.16	666.72	2,000.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	8,838.84	10,833.33	34,973.74	43,333.36	130,000.00
6310.2 · Holiday	172.00	0.00	860.00	0.00	0.00
6310.3 · Vacation	0.00	0.00	344.00	860.00	2,580.00
6310.4 · Sick	0.00	0.00	0.00	0.00	0.00
6310.5 · Bonus	0.00	0.00	0.00	0.00	0.00
6310.6 · Contract Labor - Porter	600.00	600.00	2,400.00	2,400.00	7,800.00
Total 6310 · Salaries & Wages - Office	9,610.84	11,433.33	38,577.74	46,593.36	140,380.00
6311 · Supplies - Office					
6311.1 · Office Supplies	13.51	166.66	1,873.08	666.72	2,000.00
6311.3 · Postage	0.00	0.00	276.00	250.00	500.00
Total 6311 · Supplies - Office	13.51	166.66	2,149.08	916.72	2,500.00
6312 · Computers Equip/Supplies/S...	0.00	166.66	0.00	666.72	2,000.00
6313 · Equip Maint Contracts	739.58	208.33	1,259.35	833.36	2,500.00
6341 · Legal	189.00	208.33	399.00	833.36	2,500.00
6350 · Audit & Accounting					
6351 · Accounting Services	0.00	833.33	-64.77	3,333.36	10,000.00
6353 · Payroll Service Fee	356.58	250.00	1,518.60	1,000.00	3,000.00
Total 6350 · Audit & Accounting	356.58	1,083.33	1,453.83	4,333.36	13,000.00
6360 · Telephone/Cellular	352.95	291.66	1,328.52	1,166.72	3,500.00
6363 · Internet Contract	0.00	333.33	1,524.74	1,333.36	4,000.00
6391 · Bank Charges	70.20	0.00	335.70	250.00	250.00
6392 · Credit Checks	65.90	125.00	296.55	500.00	1,500.00
6397 · Dues/Education	0.00	0.00	0.00	0.00	0.00
6399 · Other					
6399.1 · Fuel/Mileage	0.00	0.00	64.77	100.00	100.00
6399.4 · Community Days	0.00	0.00	2,064.14	1,800.00	2,500.00
6399.5 · Misc Admin	0.00	0.00	1,368.27	250.00	500.00
Total 6399 · Other	0.00	0.00	3,497.18	2,150.00	3,100.00
Total 6300 · Administrative Expenses	11,409.35	14,183.29	50,864.85	60,243.68	177,230.00

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

April 2023

05/16/23

Accrual Basis

	Apr 23	Budget	Jan - Apr 23	YTD Budg...	Annual Bu...
6400 · Utilities Expense					
6450 · Electric	2,652.91	3,333.33	10,608.24	13,333.36	40,000.00
6451 · Water	13,241.83	7,500.00	33,943.48	30,000.00	90,000.00
6452 · Gas	2,791.90	1,333.33	11,814.57	5,333.36	16,000.00
6453 · Sewer	7,724.32	3,333.33	19,069.41	13,333.36	40,000.00
6454 · Trash	3,321.63	2,083.33	13,779.28	8,333.36	25,000.00
6455 · Envir/Taxes & Fees	1,298.55	733.33	3,313.99	2,933.36	8,800.00
Total 6400 · Utilities Expense	31,031.14	18,316.65	92,528.97	73,266.80	219,800.00
6500 · Operating & Maintenance Expense					
6501 · Sales Tax Maintenance Items	108.34	0.00	408.46	0.00	0.00
6502 · Building Maint/Improvements	1,663.10	1,250.00	5,919.29	5,000.00	15,000.00
6503 · Temp Labor - Maintenance	0.00	0.00	9,112.35	2,500.00	5,000.00
6511 · Janitorial Supplies	0.00	104.16	115.62	416.72	1,250.00
6519 · Exterminating Contract	1,357.95	583.33	2,689.90	2,333.36	7,000.00
6535 · Fuel-Equipment	0.00	0.00	0.00	50.00	50.00
6536 · Plants&Supplies - Grounds	0.00	833.33	357.71	3,333.36	10,000.00
6537 · Contracts - Grounds	4,000.00	4,583.33	16,250.00	18,333.36	55,000.00
6538 · Sprinkler System - Grounds	1,876.43	250.00	3,089.56	1,000.00	3,000.00
6539 · Trees - Grounds	0.00	1,250.00	6,227.50	5,000.00	15,000.00
6540 · Payroll					
6540.1 · Wages	14,121.00	14,166.66	45,543.65	56,666.72	170,000.00
6540.2 · Holiday	768.00	0.00	2,852.00	0.00	0.00
6540.3 · Vacation	240.00	0.00	444.00	0.00	0.00
6540.4 · Sick	0.00	0.00	540.00	0.00	0.00
6540.5 · Bonus	0.00	0.00	0.00	0.00	0.00
Total 6540 · Payroll	15,129.00	14,166.66	49,379.65	56,666.72	170,000.00
6541 · Materials					
6541.1 · Materials	0.00	0.00	0.00	250.00	500.00
6541.2 · Signage	0.00	500.00	3,575.46	2,000.00	6,000.00
6541.4 · Appliance Parts	0.00	0.00	0.00	0.00	0.00
6541.5 · Hardware	0.00	20.00	81.69	90.00	250.00
6541.6 · Rehab	140.98	416.66	4,394.26	1,666.72	5,000.00
6541.7 · Rehab - Recoverable	49.86	0.00	93.87	0.00	0.00
Total 6541 · Materials	190.84	936.66	8,145.28	4,006.72	11,750.00
6542 · Capital Improvements					
6542.1 · Repairs - Contracted	0.00		28,795.00		
6542.5 · Xeriscape	14,003.00		25,777.79		
6542.6 · Metal/Prep	0.00		12,750.00		
6542.7 · Painting	32,175.00	0.00	175,798.32	0.00	0.00
Total 6542 · Capital Improvements	46,178.00	0.00	243,121.11	0.00	0.00
6545 · HVAC					
6545.1 · HVAC Replacements	0.00	5,000.00	0.00	20,000.00	60,000.00
6545.3 · HVAC Parts	593.13	1,041.66	1,485.38	4,166.72	12,500.00
Total 6545 · HVAC	593.13	6,041.66	1,485.38	24,166.72	72,500.00
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	799.39	416.66	1,837.84	1,666.72	5,000.00
6547.3 · Parts for Pool	530.46	208.33	937.63	833.36	2,500.00
Total 6547 · Swimming Pools	1,329.85	624.99	2,775.47	2,500.08	7,500.00
6551 · Small Tools - Repairs	195.75	125.00	807.01	500.00	1,500.00
6555 · Electrical Supplies	0.00	416.66	1,036.15	1,666.72	5,000.00
6560 · Painting Costs					
6560.2 · Paint Supplies	0.00	208.33	187.17	833.36	2,500.00
Total 6560 · Painting Costs	0.00	208.33	187.17	833.36	2,500.00

Consolidated Cooperatives of Scottsdale East, Inc.

05/16/23

Profit & Loss Budget Performance

Accrual Basis

April 2023

	Apr 23	Budget	Jan - Apr 23	YTD Budg...	Annual Bu...
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	0.00	602.50	2,000.00	2,000.00
Total 6570 · Vehicle	0.00	0.00	602.50	2,000.00	2,000.00
6580 · Plumbing					
6581 · Supplies - Plumbing	539.30	1,000.00	7,832.28	4,000.00	12,000.00
6582 · Contracts - Plumbing	0.00	0.00	0.00	0.00	0.00
6583 · Hot H2O Htrs-Replace	0.00	1,000.00	4,075.92	4,000.00	12,000.00
6584 · Toilets - Replacements	0.00	250.00	0.00	1,000.00	3,000.00
Total 6580 · Plumbing	539.30	2,250.00	11,908.20	9,000.00	27,000.00
6591 · Lock & Keys	135.30	0.00	159.98	250.00	500.00
6592 · Doors & Screens	0.00	125.00	549.04	500.00	1,500.00
6594 · A/C Filters	0.00	125.00	1,041.94	500.00	1,500.00
6599.1 · Misc- Maintenance	0.00	0.00	0.00	250.00	1,000.00
6599.2 · Equipment Rental	0.00	208.33	0.00	833.36	2,500.00
Total 6500 · Operating & Maintenance ...	73,296.99	34,082.44	365,369.27	141,640.48	418,050.00
6700 · Taxes and Insurance					
6710 · Real Property	44,133.73	50,000.00	44,133.73	50,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	1,846.71	1,500.00	6,529.99	6,000.00	18,000.00
6712 · FUTA/SUTA	200.53	483.33	1,488.27	1,933.36	5,800.00
6719 · Licenses & Permits	280.00	125.00	280.00	500.00	1,500.00
6720 · Property&Liability- Insurance	8,893.58	8,333.33	35,583.57	33,333.36	100,000.00
6722 · Workers Comp -Insurance	0.00	333.33	0.00	1,333.36	4,000.00
6723 · Employee Benefits	2,830.36	3,250.00	11,321.44	13,000.00	39,000.00
6724 · Penalties & Interest Expense	0.00	0.00	0.00	0.00	0.00
Total 6700 · Taxes and Insurance	58,184.91	64,024.99	99,337.00	106,100.08	268,300.00
Total Expense	173,922.39	130,607.37	608,100.09	381,251.04	1,083,380.00
Net Ordinary Income	-64,822.72	-15,655.55	-150,866.55	78,549.40	258,155.00
Other Income/Expense					
Other Expense					
7000 · Corporate Co-op Expenses					
7131 · Arizona Inc Tax	0.00	0.00	0.00	0.00	0.00
Total 7000 · Corporate Co-op Expenses	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00
Net Income	-64,822.72	-15,655.55	-150,866.55	78,549.40	258,155.00

Consolidated Cooperatives of Scottsdale East, Inc.
Balance Sheet
 As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1120 · Cash	
1121.0 · NEW WF Chkg-8323	140,308.91
Total 1120 · Cash	140,308.91
1300 · Capital Replacement Reserve	
1309.3 · BMO Harris Bank-MM .995%	201,060.90
Total 1300 · Capital Replacement Reserve	201,060.90
1300.1 · Emergency Reserve	
1312 · USBank MM - .45%	267,361.95
Total 1300.1 · Emergency Reserve	267,361.95
1300.2 · Member Deposits	
1378 · MidFirst Money Market - .598%	109,555.03
Total 1300.2 · Member Deposits	109,555.03
Total Checking/Savings	718,286.79
Accounts Receivable	
1130 · Member Accounts Receivable	38,642.02
Total Accounts Receivable	38,642.02
Other Current Assets	
1200 · Prepaid Expenses	
1241 · Prepaid Property & Liability Ins	2,047.50
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	36,690.50
1310 · Employee Advance	-4,398.77
1499 · Undeposited Receipts	-32,672.00
Total Other Current Assets	-380.27
Total Current Assets	756,548.54
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	811,590.15
1461 · Furniture	15,602.00
1481 · Vehicle and Maintenance Equip	10,119.33
4121 · Buildings - Accum Depn	-4,885,797.30
Total 1400 · FIXED ASSETS	1,635,727.76
Total Fixed Assets	1,635,727.76
TOTAL ASSETS	2,392,276.30

10:25 AM

Consolidated Cooperatives of Scottsdale East, Inc.

05/16/23

Balance Sheet

Accrual Basis

As of April 30, 2023

	Apr 30, 23
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable - Trade	11,679.57
2150 · Real Property Taxes - Accrued	44,133.73
2211 · Prepaid Member Carrying Charges	102,011.02
Total Accounts Payable	157,824.32
Other Current Liabilities	
2120 · Wages & Payroll Taxes Payable	6,184.04
2140 · Taxes Payable	
2141 · Federal Taxes Payable	-19,337.00
2142 · State Taxes Payable	2,724.00
Total 2140 · Taxes Payable	-16,613.00
2191 · Member Deposits Held in Trust	105,900.00
2213 · Deferred Tax Liability	15,347.00
Total Other Current Liabilities	110,818.04
Total Current Liabilities	268,642.36
Total Liabilities	268,642.36
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	-1,592,795.51
Net Income	-150,866.55
Total Equity	2,123,633.94
TOTAL LIABILITIES & EQUITY	2,392,276.30

Manager's Report

May 18th, 2023

ACH/Online payments: I have found multiple companies providing online service payment services. Prices and fees vary widely from one company to another. I will be doing more research and delivering my findings to the B.O.D. It appears all companies are charging a combination of Monthly fees, Transaction item fees, and percentage fees. We will have to see what service will provide the best experience for the users and the best price point for the Cooperative. I previously stated a lot of thought and research will be needed going into this so please be patient.

We have a lot of the sprinklers going during the day and this is so maintenance can see where issues are and repair them. They will be switched to running at night as they finish up repairs. Not having them on all winter created lots of issues. If winter lawns aren't seeded in the future, we will be running all the sprinklers at least once a week to keep them better maintained.

PLEASE DO NOT MANUALLY TURN ON SPRINKLERS

I am still waiting for Rockstar pool coatings to get back to me about the pool deck repair in B pool. Leslie's sells the deck material but don't seem to have our color. They have 5, and Rockstar had about 30. Just trying to get the right match.