

**NOTICE OF AN OPEN BOARD MEETING OF THE BOARD OF  
DIRECTORS OF CONSOLIDATED COOPERATIVES OF SCOTTSDALE EAST, INC.**  
NOTICE IS HEREBY GIVEN that an Open Meeting of the Board of Directors of CCSEI  
will be held on **Thursday, December 14, 2023 at 6:00 p.m.** at the Maintenance  
Building, 8151 East Garfield Street, Scottsdale, Arizona 85257

An Executive meeting preceded this Regular Open Meeting Session.

**I. PROCEDURES**

- A. Call to Order
- B. Roll Call
- C. Adopt Agenda
- D. Approval of Open Meeting Minutes (November 16, 2023)

**II. REPORTS**

- A. Manager's Report
- B. Building Reports – Board members report issues, if any, in their respective buildings.
- C. Treasurer's Report – Ellie Jackson, Treasurer
- D. Committee Reports:
  - Membership Committee – Ellie Jackson, Chair
    - (B11) Victoria & Tyler Pelkey
    - (B08) April West
    - (G9) Secundia Fernandez
    - (B202) Maya McCutcheon
  - E. -Finance/Budget Committee (Nothing to Report)

**III. OLD BUSINESS**

- Audit: (Near completion, i.e. by end of year)
- Landscaping: (Refer to "Manager's Report")
- Co-op-Insurance: (Progressing with agent)

**IV. NEW BUSINESS**

None

**V. MEMBERS' FORUM**

**VI. ADJOURNMENT**

By: Maryana W. Scott  
Maryana W. Scott, President/Secretary

Date: December 12, 2023

# Manager's Report

December 14, 2023

The painting of the buildings is finally finished. The garden shed and shop will be painted by the staff sometime in January.

There are a couple spots in Fountain Bleu and Edgewood that I'm going to have addressed before the final payment is made. This will be done before year end.

I've checked the chairs at the pools and there seems to be an adequate amount at each pool. I will be watching furniture prices during the next few months to see if the Coop can get a deal on chairs before summer. The lounges appear to be in good shape, but the cloth chairs will need replaced by summer.

The check scanner for the new account is up and running smoothly. Checks are now scanned in within 72 hrs of receipt. Usually quicker, but we want to wait for at least 10-15 check so we can do batch deposits.

I would like to wish all the Members a Merry Christmas and a Happy New Year!!!.

Jayson Hunt

General Manager



**Bldg. G (Ellie Jackson):** Ant infestation outside the pool, around the cement. Extermination required. (A Member suggested boiling water mixed with Dawn Dish Detergent.)

**Bldg. H (Trent Schneeberger):** Requested "clean-up" along Roosevelt.

**C. Committee Reports:**

-**Treasurer's Report – Ellie Jackson** (Get Report from the Office)

-**Membership – Ellie Jackson, Chair** (No new Memberships)

-**Budget/Finance:** (See Budget Proposal) Copies at the Office

-**Grounds – (Vacant) Nancy Schad** spoke on behalf of this committee.

Nancy stated that she had been unsuccessful in getting members for this committee. There will be a "sign-up" sheet in the office for those that are interested in serving on this committee.

**III. OLD BUSINESS**

None

**IV. NEW BUSINESS**

-**December 2023 Board Meetings will be held on Thursday, December 14, 2023.**

-**Co-Op Insurance: GM Hunt** stated that there are only 4 companies that *might* insure a 60-year-old property and, that anything that hasn't been done, or fixed, since the building was constructed will present a problem for insurers. He will attempt to get three bids.

**MOTION:** to get three bids made by **Ellie Jackson**; 2<sup>nd</sup> by **Trent Schneeberger**.

Passed.

**V. -MEMBERS FORUM**

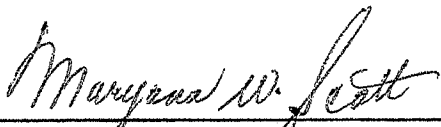
-**Marty Osredker** (D201) stated that the street sign at Desert Star should be repositioned.

-Colors (Black or White) for security doors and patio gates; tabled until the next meeting.

**VI. ADJOURN:**

**MOTION:** to adjourn made by **Ellie Jackson**; 2<sup>nd</sup> by **Maryana Scott**. Passed. Meeting adjourned at 6:53 p.m.

By:

  
\_\_\_\_\_  
Maryana W. Scott, President/Acting Secretary

Date: November 18, 2023

**REMINDER: December Board Meetings will be held on Thursday, December 14, 2023**

## Consolidated Cooperatives of Scottsdale East, Inc.

12/13/23

## Balance Sheet

Accrual Basis

As of November 30, 2023

	Nov 30, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1120 · Cash	
1121.0 · NEW WF Chkg-8323	37,518.83
1122.0 · Chase Checking	48,667.34
<b>Total 1120 · Cash</b>	<b>86,186.17</b>
1300 · Capital Replacement Reserve	
1309.4 · BofA CD - 5%	51,950.77
<b>Total 1300 · Capital Replacement Reserve</b>	<b>51,950.77</b>
1300.1 · Emergency Reserve	
1312 · USBank MM - .45%	268,304.09
<b>Total 1300.1 · Emergency Reserve</b>	<b>268,304.09</b>
1300.2 · Member Deposits	
1379 · Chase CD - 5%	109,846.19
<b>Total 1300.2 · Member Deposits</b>	<b>109,846.19</b>
<b>Total Checking/Savings</b>	<b>516,287.22</b>
<b>Accounts Receivable</b>	
1130 · Member Accounts Receivable	34,379.88
<b>Total Accounts Receivable</b>	<b>34,379.88</b>
<b>Other Current Assets</b>	
1200 · Prepaid Expenses	
1241 · Prepaid Property & Liability Ins	4,504.50
1280 · Federal Prepaid Tax	18,000.00
1285 · State Prepaid Tax	14,143.00
1291 · Workmens Comp Deposit - Arizona	2,579.50
1200 · Prepaid Expenses - Other	2,500.00
<b>Total 1200 · Prepaid Expenses</b>	<b>41,727.00</b>
1310 · Employee Advance	-3,947.17
1350 · Due from Bank-Fraud	285.00
1499 · Undeposited Receipts	580.00
<b>Total Other Current Assets</b>	<b>38,644.83</b>
<b>Total Current Assets</b>	<b>589,311.93</b>
<b>Fixed Assets</b>	
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
<b>Total 1400 · FIXED ASSETS</b>	<b>1,635,727.76</b>
<b>Total Fixed Assets</b>	<b>1,635,727.76</b>
<b>TOTAL ASSETS</b>	<b>2,225,039.69</b>

10:49 AM  
12/13/23  
Accrual Basis

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

	<u>Nov 30, 23</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2110 · Accounts Payable - Trade	17,969.81
2150 · Real Property Taxes - Accrued	44,133.73
2211 · Prepaid Member Carrying Charges	88,385.02
<b>Total Accounts Payable</b>	<u>150,488.56</u>
<b>Other Current Liabilities</b>	
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
<b>Total 2140 · Taxes Payable</b>	<u>-16,613.00</u>
2191 · Member Deposits Held in Trust	106,800.00
2213 · Deferred Tax Liability	15,347.00
<b>Total Other Current Liabilities</b>	<u>111,718.04</u>
<b>Total Current Liabilities</b>	<u>262,206.60</u>
<b>Total Liabilities</b>	262,206.60
<b>Equity</b>	
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
<b>Total 3100 · Owner Equity</b>	<u>3,256,136.00</u>
3240 · Funded Reserve Costs	
3240.1 · Reserve for Replacements	351,869.00
3240.2 · Gen Op Reserve	2,341.00
<b>Total 3240 · Funded Reserve Costs</b>	<u>354,210.00</u>
3243 · General Operating Reserve	256,950.00
3900 · Retained Earnings	-1,593,019.51
Net Income	-311,443.40
<b>Total Equity</b>	<u>1,962,833.09</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,225,039.69</u></u>

## Consolidated Cooperatives of Scottsdale East, Inc.

12/13/23

## Profit &amp; Loss Budget Performance

Accrual Basis

November 2023

	Nov 23	Budget	Jan - Nov 23	YTD Budget	Annual Bu...
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
5100 · Rent Revenue					
5120 · Member Carrying Charges	104,682.00	106,021.00	1,152,847.72	1,166,231.00	1,272,252.00
5170 · Parking Permits	0.00	0.00	18,788.00	18,500.00	18,500.00
5190 · Locker Rental	1,455.00	1,500.00	17,130.00	16,500.00	18,000.00
<b>Total 5100 · Rent Revenue</b>	<b>106,137.00</b>	<b>107,521.00</b>	<b>1,188,765.72</b>	<b>1,201,231.00</b>	<b>1,308,752.00</b>
5401 · Interest Income	132.66	0.00	3,630.77	0.00	0.00
<b>5900 · Other Revenue</b>					
5910 · Laundry Income	679.10	833.33	8,273.60	9,166.67	10,000.00
5920 · NSF & Late Charges	779.00	500.00	11,475.00	5,500.00	6,000.00
5925 · Fines, Fees	0.00	22.50	950.00	227.50	250.00
5930 · Transfer Fees	0.00	666.66	4,600.00	7,333.34	8,000.00
5940 · Pet Fees	0.00	0.00	400.00	400.00	400.00
5950 · Service Repair Fees	396.00	583.33	4,466.00	6,416.67	7,000.00
5990 · Other Income	240.00	105.00	1,570.00	1,313.00	1,383.00
5992 · Recovered Rehab	0.00	0.00	0.00	-250.00	-250.00
<b>Total 5900 · Other Revenue</b>	<b>2,094.10</b>	<b>2,710.82</b>	<b>31,734.60</b>	<b>30,107.18</b>	<b>32,783.00</b>
<b>Total Income</b>	<b>108,363.76</b>	<b>110,231.82</b>	<b>1,224,131.09</b>	<b>1,231,338.18</b>	<b>1,341,535.00</b>
<b>Gross Profit</b>	<b>108,363.76</b>	<b>110,231.82</b>	<b>1,224,131.09</b>	<b>1,231,338.18</b>	<b>1,341,535.00</b>
<b>Expense</b>					
<b>6300 · Administrative Expenses</b>					
6309 · Advertising	10.79	166.66	118.69	1,833.34	2,000.00
<b>6310 · Salaries &amp; Wages - Office</b>					
6310.1 · Salaries & Wages	8,510.97	10,833.33	101,749.99	119,166.67	130,000.00
6310.2 · Holiday	344.00	0.00	1,720.00	0.00	0.00
6310.3 · Vacation	0.00	0.00	3,101.38	2,408.00	2,580.00
6310.4 · Sick	0.00	0.00	989.00	0.00	0.00
6310.5 · Bonus	0.00	0.00	0.00	0.00	0.00
6310.6 · Contract Labor - Porter	0.00	900.00	2,700.00	7,200.00	7,800.00
<b>Total 6310 · Salaries &amp; Wages - ...</b>	<b>8,854.97</b>	<b>11,733.33</b>	<b>110,260.37</b>	<b>128,774.67</b>	<b>140,380.00</b>
<b>6311 · Supplies - Office</b>					
6311.1 · Office Supplies	828.92	166.66	3,081.37	1,833.34	2,000.00
6311.3 · Postage	0.00	0.00	419.37	500.00	500.00
<b>Total 6311 · Supplies - Office</b>	<b>828.92</b>	<b>166.66</b>	<b>3,500.74</b>	<b>2,333.34</b>	<b>2,500.00</b>
6312 · Computers Equip/Supplie...	0.00	166.66	2,295.49	1,833.34	2,000.00
6313 · Equip Maint Contracts	32.97	208.33	2,652.56	2,291.67	2,500.00
6341 · Legal	-200.00	208.33	32,233.79	2,291.67	2,500.00
<b>6350 · Audit &amp; Accounting</b>					
6351 · Accounting Services	0.00	833.33	7,887.04	9,166.67	10,000.00
6352 · Annual Audit Costs	0.00		46,092.00		
6353 · Payroll Service Fee	358.01	250.00	4,219.38	2,750.00	3,000.00
<b>Total 6350 · Audit &amp; Accounting</b>	<b>358.01</b>	<b>1,083.33</b>	<b>58,198.42</b>	<b>11,916.67</b>	<b>13,000.00</b>
<b>6360 · Telephone/Cellular</b>					
6361 · Telephone Lease	270.11		1,216.94		
6360 · Telephone/Cellular - Ot...	0.00	291.66	3,214.04	3,208.34	3,500.00
<b>Total 6360 · Telephone/Cellular</b>	<b>270.11</b>	<b>291.66</b>	<b>4,430.98</b>	<b>3,208.34</b>	<b>3,500.00</b>
6363 · Internet Contract	610.11	333.33	4,316.22	3,666.67	4,000.00
6391 · Bank Charges	106.18	0.00	753.88	250.00	250.00
6392 · Credit Checks	197.70	125.00	1,615.50	1,375.00	1,500.00
6397 · Dues/Education	0.00	0.00	0.00	0.00	0.00

**Consolidated Cooperatives of Scottsdale East, Inc.**  
**Profit & Loss Budget Performance**  
**November 2023**

12/13/23

Accrual Basis

	Nov 23	Budget	Jan - Nov 23	YTD Budget	Annual Bu...
<b>6399 · Other</b>					
6399.1 · Fuel/Mileage	0.00	0.00	142.73	100.00	100.00
6399.4 · Community Days	0.00	0.00	2,064.14	2,500.00	2,500.00
6399.5 · Misc Admin	130.00	0.00	1,520.44	500.00	500.00
<b>Total 6399 · Other</b>	<b>130.00</b>	<b>0.00</b>	<b>3,727.31</b>	<b>3,100.00</b>	<b>3,100.00</b>
<b>Total 6300 · Administrative Expenses</b>	<b>11,199.76</b>	<b>14,483.29</b>	<b>224,103.95</b>	<b>162,874.71</b>	<b>177,230.00</b>
<b>6400 · Utilities Expense</b>					
6450 · Electric	2,790.54	3,333.33	31,593.22	36,666.67	40,000.00
6451 · Water	7,355.54	7,500.00	105,151.27	82,500.00	90,000.00
6452 · Gas	2,621.47	1,333.33	19,443.07	14,666.67	16,000.00
6453 · Sewer	3,975.37	3,333.33	46,670.58	36,666.67	40,000.00
6454 · Trash	6,725.05	2,083.33	40,759.94	22,916.67	25,000.00
6455 · Envir/Taxes & Fees	719.70	733.33	9,948.62	8,066.67	8,800.00
<b>Total 6400 · Utilities Expense</b>	<b>24,187.67</b>	<b>18,316.65</b>	<b>253,566.70</b>	<b>201,483.35</b>	<b>219,800.00</b>
<b>6500 · Operating &amp; Maintenance Ex...</b>					
6501 · Sales Tax Maintenance It...	0.00	0.00	721.92	0.00	0.00
6502 · Building Maint/Improveme...	321.80	1,250.00	10,254.13	13,750.00	15,000.00
6503 · Temp Labor - Maintenance	844.01	0.00	11,506.79	5,000.00	5,000.00
6510 · Janitor- Laundry Rooms-S...	0.00		84.80		
6511 · Janitorial Supplies	0.00	104.16	1,146.85	1,145.84	1,250.00
6519 · Exterminating Contract	693.00	583.33	6,768.30	6,416.67	7,000.00
6532 · Security	0.00		313.14		
6535 · Fuel-Equipment	29.11	0.00	84.13	50.00	50.00
6536 · Plants&Supplies - Grounds	0.00	833.33	485.21	9,166.67	10,000.00
6537 · Contracts - Grounds	4,000.00	4,583.33	44,250.00	50,416.67	55,000.00
6538 · Sprinkler System - Grounds	0.00	250.00	6,005.69	2,750.00	3,000.00
6539 · Trees - Grounds	0.00	1,250.00	19,569.60	13,750.00	15,000.00
<b>6540 · Payroll</b>					
6540.1 · Wages	7,480.00	14,166.66	140,339.63	155,833.34	170,000.00
6540.2 · Holiday	832.00	0.00	5,812.00	0.00	0.00
6540.3 · Vacation	0.00	0.00	3,112.00	0.00	0.00
6540.4 · Sick	0.00	0.00	3,120.00	0.00	0.00
6540.5 · Bonus	0.00	0.00	0.00	0.00	0.00
<b>Total 6540 · Payroll</b>	<b>8,312.00</b>	<b>14,166.66</b>	<b>152,383.63</b>	<b>155,833.34</b>	<b>170,000.00</b>
<b>6541 · Materials</b>					
6541.1 · Materials	0.00	0.00	34.68	500.00	500.00
6541.2 · Signage	0.00	500.00	9,981.56	5,500.00	6,000.00
6541.4 · Appliance Parts	0.00	0.00	0.00	0.00	0.00
6541.5 · Hardware	185.87	20.00	433.60	230.00	250.00
6541.6 · Rehab	0.00	416.66	4,394.26	4,583.34	5,000.00
6541.7 · Rehab - Recoverable	0.00	0.00	253.12	0.00	0.00
<b>Total 6541 · Materials</b>	<b>185.87</b>	<b>936.66</b>	<b>15,097.22</b>	<b>10,813.34</b>	<b>11,750.00</b>
<b>6542 · Capital Improvements</b>					
6542.0 · Pool Repairs	1,207.21		1,207.21		
6542.1 · Repairs - Contracted	0.00		28,795.00		
6542.5 · Xeriscape	0.00		25,777.79		
6542.6 · Metal/Prep	0.00		12,750.00		
6542.7 · Painting	0.00	0.00	401,023.32	0.00	0.00
<b>Total 6542 · Capital Improvements</b>	<b>1,207.21</b>	<b>0.00</b>	<b>469,553.32</b>	<b>0.00</b>	<b>0.00</b>
<b>6545 · HVAC</b>					
6545.1 · HVAC Replacements	0.00	5,000.00	7,382.10	55,000.00	60,000.00
6545.3 · HVAC Parts	0.00	1,041.66	9,164.01	11,458.34	12,500.00
<b>Total 6545 · HVAC</b>	<b>0.00</b>	<b>6,041.66</b>	<b>16,546.11</b>	<b>66,458.34</b>	<b>72,500.00</b>

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

November 2023

	Nov 23	Budget	Jan - Nov 23	YTD Budget	Annual Bu...
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	391.12	416.66	9,368.94	4,583.34	5,000.00
6547.3 · Parts for Pool	0.00	208.33	3,998.59	2,291.67	2,500.00
<b>Total 6547 · Swimming Pools</b>	<b>391.12</b>	<b>624.99</b>	<b>13,367.53</b>	<b>6,875.01</b>	<b>7,500.00</b>
6551 · Small Tools - Repairs	0.00	125.00	1,900.44	1,375.00	1,500.00
6555 · Electrical Supplies	0.00	416.66	2,878.71	4,583.34	5,000.00
6560 · Painting Costs					
6560.2 · Paint Supplies	20.68	208.33	605.65	2,291.67	2,500.00
<b>Total 6560 · Painting Costs</b>	<b>20.68</b>	<b>208.33</b>	<b>605.65</b>	<b>2,291.67</b>	<b>2,500.00</b>
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	0.00	620.97	2,000.00	2,000.00
6570 · Vehicle - Other	0.00		8,395.89		
<b>Total 6570 · Vehicle</b>	<b>0.00</b>	<b>0.00</b>	<b>9,016.86</b>	<b>2,000.00</b>	<b>2,000.00</b>
6580 · Plumbing					
6581 · Supplies - Plumbing	0.00	1,000.00	13,766.41	11,000.00	12,000.00
6582 · Contracts - Plumbing	0.00	0.00	0.00	0.00	0.00
6583 · Hot H2O Htrs-Replace	1,829.38	1,000.00	10,876.56	11,000.00	12,000.00
6584 · Toilets - Replacements	0.00	250.00	0.00	2,750.00	3,000.00
<b>Total 6580 · Plumbing</b>	<b>1,829.38</b>	<b>2,250.00</b>	<b>24,642.97</b>	<b>24,750.00</b>	<b>27,000.00</b>
6591 · Lock & Keys	135.86	0.00	299.07	500.00	500.00
6592 · Doors & Screens	0.00	125.00	891.56	1,375.00	1,500.00
6594 · A/C Filters	0.00	125.00	1,015.25	1,375.00	1,500.00
6599.1 · Misc- Maintenance	0.00	0.00	1,915.25	1,000.00	1,000.00
6599.2 · Equipment Rental	0.00	208.33	580.00	2,291.67	2,500.00
<b>Total 6500 · Operating &amp; Maintenanc...</b>	<b>17,970.04</b>	<b>34,082.44</b>	<b>811,884.13</b>	<b>383,967.56</b>	<b>418,050.00</b>
6700 · Taxes and Insurance					
6710 · Real Property	0.00	0.00	90,551.20	100,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	1,313.28	1,500.00	19,885.84	16,500.00	18,000.00
6712 · FUTA/SUTA	0.00	483.33	1,495.90	5,316.67	5,800.00
6719 · Licenses & Permits	0.00	125.00	2,592.00	1,375.00	1,500.00
6720 · Property&Liability- Insura...	14,353.12	8,333.33	102,888.67	91,666.67	100,000.00
6722 · Workers Comp -Insurance	0.00	333.33	337.40	3,666.67	4,000.00
6723 · Employee Benefits	4,445.03	3,250.00	43,449.33	35,750.00	39,000.00
6724 · Penalties & Interest Expen...	0.00	0.00	13.78	0.00	0.00
<b>Total 6700 · Taxes and Insurance</b>	<b>20,111.43</b>	<b>14,024.99</b>	<b>261,214.12</b>	<b>254,275.01</b>	<b>268,300.00</b>
<b>Total Expense</b>	<b>73,468.90</b>	<b>80,907.37</b>	<b>1,550,768.90</b>	<b>1,002,600.63</b>	<b>1,083,380.00</b>
<b>Net Ordinary Income</b>	<b>34,894.86</b>	<b>29,324.45</b>	<b>-326,637.81</b>	<b>228,737.55</b>	<b>258,155.00</b>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
7000 · Corporate Co-op Expenses					
7131 · Arizona Inc Tax	0.00	0.00	0.00	0.00	0.00
<b>Total 7000 · Corporate Co-op Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>34,894.86</b>	<b>29,324.45</b>	<b>-326,637.81</b>	<b>228,737.55</b>	<b>258,155.00</b>