

**DRAFT**

**SUN VALLEY ELKHORN ASSOCIATION  
BOARD SPECIAL MEETING MINUTES  
March 2, 2009 – 5:00 p.m.  
Harker Center**

**AGENDA BUSINESS ITEMS**

1. Review Amenity Card Software Findings
▪ Review Staff Recommendation
▪ Authorize Budget Increase

**IN ATTENDANCE**

<b>Board Members</b>	<b>Staff &amp; Counsel</b>
Jim Fletcher (via phone)	Darlene Kuehn
Cris Thiessen	Jan Kaas
Patty Rosewater (via phone)	Chuck Williamson
Sid Alpert	
Stephen Smith	
Ted Witt	

**ABSENT**

<b>Board Members</b>	<b>Staff &amp; Counsel</b>
Pam Bailey	Marlene Lowry
Margaret Walker	Ed Lawson
Jack Dalieri	

**CALL TO ORDER**

Jim Fletcher called this Special Board Meeting to order at 5:00 p.m.

**ESTABLISHMENT OF A QUORUM**

A quorum was established with six Board Members in attendance.

**BUSINESS**

1. Review Amenity Card Software Findings
  - Review Staff Recommendation
  - Authorize Budget Increase

Jim asked those present if they had an opportunity to review staff comments in the email sent to all Board members. All present indicated they had received and reviewed the information. Patti asked why staff changed their recommendation from CSI to sZen. Chuck explained that during the Board workshop, in February, the software features identified on the comparison sheet were prioritized on a basis of one to three; one being "must have", two being "good to have" and three being "nice but not required". On this rating basis, sZen was capable of providing all "must have" features required and all but one "good to have" attributes in comparison to the CSI product. With total cost for sZen software, and required hardware, at approximately \$11,000 less than CSI, Chuck found it difficult to justify incurring the higher expense with CSI. Darlene reported she was satisfied with sZen's features although an accounting module is not part of the initial package. The accounting module would be an additional \$1,500 and Darlene stated this would be reviewed once the initial part of the software is

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fully operational. Patti inquired about support and client references. Chuck reported he has asked for client references from a homeowners association using sZen but had not yet received contact information.

After discussion, ***Motion: Cris moved to approve an increase in the budget amount up to \$40,000 and move forward with sZen, as recommended by staff, subject to satisfactory outcome of reference checks and findings on software support, Stephen seconded, motion unanimously approved.***

Chuck was instructed to follow up on references, and support services provided by sZen, reporting his findings to the Board. Staff is authorized to move forward with the amenity card system upon satisfactory examination of references and sZen support staff.

**ADJOURNMENT**

With no further business the meeting was adjourned by unanimous consent at 5:20 p.m.

Respectfully Submitted,

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Pam Bailey, Secretary

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