

**DRAFT**  
**MINUTES OF THE ANNUAL MEETING**  
**CHINO VALLEY MUNICIPAL PROPERTY CORPORATION**  
**TOWN OF CHINO VALLEY, ARIZONA**

**OCTOBER 14, 2020**

A Meeting of the Board of Directors of the Municipal Property Corporation of the Town of Chino Valley, Arizona, was duly called and held on Monday, October 14, 2020, at 4:00 p.m., in the Chino Valley Council Chambers, Chino Valley Town Hall, 202 N. State Route 89, Chino Valley, Arizona.

1. Call to Order.

President McCafferty called the meeting to order at 4:20 p.m.

2. Roll Call.

Members Present: President John McCafferty; Assistant Treasurer Travis Bard; Board Member Michael Ditta

Members Absent: Assistant Secretary Beverly Duffy

Staff Present: Staff Liaison Town Clerk Jami Lewis; Deputy Town Clerk Erin Deskins; Deputy Town Clerk Traci Lavelle

3. Introduction of Board Members and future Town Clerk Erin Deskins and new Deputy Town Clerk Traci Lavelle.

This item was not needed as the introductions were done at an earlier meeting.

4. Consideration and possible action to approve the November 26, 2018 annual meeting minutes.

Ms. Deskins reviewed some needed corrections in the minutes: Item 3 should be moved by Asst. Sec. Duffy and the word “listen” should be removed; Item 4 should be seconded by Vice-President Miller; Item 5, “Assistant” should be added in front of Secretary Duffy.

MOVED by Assistant Treasurer Bard, seconded by Board Member Michael Ditta, to adopt the minutes with these corrections. The motion PASSED 4-0.

5. Review Annual Report to be submitted in October 2020 and possible action to approve change of statutory agent from Susan Goodwin to Andrew McGuire with Gust Rosenfeld, PLC.

Ms. Lewis reported that this report was in process of being filed with the Corporation Commission. If the Board accepted the draft, once they selected officers, she will write the new officers on the draft, get one of the officers to sign it, and the attorney will complete the filing.

MOVED by Assistant Treasurer Bard, seconded by Board Member Michael Ditta, to change the statutory agent. The motion PASSED 3-0.

6. Report regarding the current state of Municipal Property Corporation membership.

Ms. Lewis reported that the MPC currently had a vacancy. The Appointments Subcommittee had wanted to recommend appointment of Dianna Voegele to the Board, but due to an issue with the insuring the Board, the Council could not take action on it.

About six months ago, the Town's risk insurer indicated concerns about covering the MPC due to its unique involvement in government. The risk insurer found only one other state in the country that had a body similar to an MPC. The risk insurer had recommended putting a councilmember on the MPC since councilmembers were already covered, but the Town Attorney objected, preferring that the Council and MPC be separate bodies. The risk insurer was still waiting for their underwriters to confirm that they will insure the board.

7. Consideration and possible action to select officers for the position of President, Vice-President(s), Secretary/Treasurer, Assistant Secretary, and Assistant Treasurer.

Ms. Lewis explained that on this Board, possible officers were President, one or more Vice-Presidents, Secretary / Treasurer, Assistant Secretary, and Assistant Treasurer.

Nominations were as follows:

- Board Member Ditta nominated Travis Bard as President.
- Assistant Treasurer Bard nominated John McCafferty as Vice-President.
- President McCafferty nominated Mike Ditta as Secretary/Treasurer.
- Assistant Treasurer Bard nominated Beverly Duffy as Assistant Secretary.

MOVED by Assistant Treasurer Bard, seconded by Board Member Ditta, that the slate of officers be:

- Travis Bard, President
- John McCafferty, Vice-President
- Mike Ditta, Secretary/Treasurer
- Beverly Duffy, Assistant Secretary

The motion PASSED 3-0.

8. Adjourn.

MOVED by Vice-President McCafferty, seconded by Board Member Ditta, to adjourn the annual meeting at 4:30 p.m.

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Jami C. Lewis, Recording Secretary