



EDUCATE, FACILITATE, MEDIATE



CHANDLER Advanced HOA ACADEMY

CLASS SCHEDULE

Tuesday – Jan. 26 thru Mar. 2, 2010

6:00 – 8:30 P.M.

All classes are held at the McCullough-Price House,
300 S. Chandler Village Drive

- **January 26, 2010 - Advanced Community Association Finance:**
Participants will learn to read financial statements, understand what the elements of a successful audit entail, learn about HOA investment options, and how to make a budget become a tool for a successful community association.
- **February 2, 2010 - Parliamentary Procedure:**
Participants will learn how to use Parliamentary Procedure to facilitate orderly and inclusive meetings.
- **February 9, 2010 - Reserves:**
Participants will learn how to plan for the future maintenance and repair of Community Assets.
- **February 16, 2010 - Writing RFP's and Evaluating Bid Proposals:**
This is a follow-up course to "Selecting a Management Company and Other Vendors." Participants will work through the specifics of writing "requests for proposals" and practice evaluating bid submittals utilizing an evaluation matrix process.
- **February 23, 2010 - Neighborhood Communications:**
Participants will learn how to get the word out in a way that will connect and engage your neighbors.
- **March 2, 2010 – HOA Insurance:**
This class covers types of insurance necessary for the protection of HOAs and HOA board members.

Classes are free for Chandler residents and space is limited to 30 participants. To register, contact the Chandler Neighborhood Programs Division at 480-782-4348 or 480-782-4351.

The Leadership Centre

c/o Chandler-Gilbert Community
College
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The Leadership Centre is a non-profit 501(c)(3) that provides Arizona residents with information, resources and tools that create and support effective community leaders. Our focus is to empower all citizens to build better communities.

The Leadership Centre was created in 1996 through a unique public-private partnership, which includes:

The City of Apache Junction
The City of Chandler
The Town of Gilbert
The City of Mesa
The Town of Queen Creek
Chandler-Gilbert Community College
Mesa Community College
Sunbelt Holdings
University of Arizona Cooperative Extension, Maricopa County

Neighborhood Programs

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