

**BOARD MEETING MINUTES**  
**San Ignacio Heights, Inc.**

**Date:** October 19, 2022

**Location:** SIH Ramada

**Roll Call:** Don Julien, Dave Fenner (via phone), John Plantz, Caroline Reilly, and Denny Skelton present.

**Quorum established**

**Guests:** Donna Geoghegan, Karen Logan, and Guy Jackson.

**Call to Order** Don Julien, President; 9:00 am

**Review and adoption of the agenda:** Motion was made to adopt the revised agenda. **(MSP)**

**Approval of September 21, 2022 Meeting Minutes:** Motion was made to approve the minutes. **(MSP)**

**Resident's Time:** Member complimented the Landscape Committee for the work done on the Monument.

Member wanted to know when work would be done on the slope on W Circulo De La Pinata. John responded that work is being conducted throughout the HOA from the storm and will get to that location but could not specify a timeframe.

Member heard a rumor that the termite inspection service was being terminated. Member was informed that the board decided to maintain the service

Member asked about the roads project and potential assessment costs. Member was informed that a meeting will be held on November 7<sup>th</sup> to provide information to members on the road issue and to obtain member input and feedback.

Member said she had an urgent need for paint colors to be updated. Member paint issue was resolved. (See Architectural report)

Member complimented the Landscape Committee on the work being done throughout the HOA.

**Officer Reports:**

President, Don Julien:

Don reported on some vehicle parking issues in guest areas. Some vehicles appear to be in an abandoned state.

Don highlighted areas of the agenda to be discussed at this meeting.

Vice-President, Dave Fenner: No report.

Secretary/Treasurer, Denny Skelton:

Denny provided an update on secretary administrative duties performed and reviewed the financial statements.

A question was raised about the title of “Road Reserve.” It was felt that the wording was too restrictive. After a discussion, a motion was made to rename the reserve an “Allocated Reserve” and the board will define in its policies items that can be applied to the allocated reserve. **(MSP)**

Denny presented information on the costs associated with having a dumpster on the property for members use. After a discussion on various issues to be decided, the item was tabled pending further information.

Denny provided information on investment options at Chase and recommended that we leave our accounts as is until such time that decisions are made pertaining to the use of our reserve funds.

At Large, John Plantz:

John reported that Addy has decided to retire from her leadership work performing landscaping work along Desert Jewel. It was recommended that we find a replacement and develop a job description for the position. Don and John will follow up on this item.

John reported that Diane and Karen are willing to develop a newsletter for the HOA to highlight activities within the HOA, members can post items for sale, homes for sale, etc. and Don may provide a message from the President as a feature item. The board supports this activity.

At Large, Caroline Reilly: No report.

**Committee Reports**

Common Grounds/Landscaping Committee: John Plantz

It was requested that an email be sent to all members that no work is to be done by members without approval from the Landscaping Committee.

Further landscaping issues will be discussed at future meetings.

John reported that the committee will continue to work on the landscaping criteria list.

John reported on a tree removal request that has been approved on W Circulo De La Pinata.

Entrance Sign Repair. John provided an update on the repair work completed. Those informed received a thank you for a job well done. The monument sign looks great. The electrical issue (lights) will be repaired soon.

Monsoon cleanup update. John stated that our landscaping contractor is making good progress on cleaning up all areas and expects more progress this week. Bufflegrass was discussed as an issue throughout the complex.

Roads: John Plantz/Al Loomis:

A board meeting will be held on November 7<sup>th</sup> to present the results of the roads study to the members. The board reviewed the meeting notice and made some additions. A new draft of the meeting notice will be sent to board members from Denny via email.

Architectural: Chuck Willie:

Don reported on behalf of Chuck.

The board reviewed the member request for the paint color for her home. A motion was made to approve the paint color request. **(MSP)**

Don presented the board with a roof replacement request. A motion was made to approve the request. **(MSP)**

Don reported that there is no update on previous flagpole request.

**Old Business**

Update on CC&R Revises:

Don reported that he will be meeting with Michael Shupe to review our governing documents. The intent is to create an index comparison of items listing which ones to follow as they pertain to the 1990 CCRs and the 2007 CCRs. The index may become part of the handbook of rules and regulations. Definitions will also be added to make the governing documents easier to follow. The bylaws, articles of incorporation and handbook will also be reviewed for any necessary changes.

Don will also discuss with Shupe plat restriction issues.

Disclosure Fee Increase

Don will discuss with Shupe the disclosure versus transfer fee issue.

2023 Budget Review

Denny reviewed the revised budget. Revisions were made to the budget. Outstanding items include the cost of a Zoom subscription and Landscaping contract. John will obtain Zoom subscription costs. Denny was instructed to create a subscription expense account.

John will enter negotiations with Felix Landscaping on a new contract to include the cost of using a four man crew in 2023 versus a two man crew.

A revised budget will be presented at the regularly scheduled November board meeting.

**New Business:**

Funding options discussion:

A discussion was held pertaining to future funding options. The intent is to identify projects for future years and starting put funds away in the budgeting process to build funds to cover the costs of the identified projects.

**Postponed:**

Landscape common area criteria list.

Regulations for Residents' work in Common Areas and clarifying HOA responsibility to respond to clearing requests.

**Tabled:** Time constraints did not allow for discussion on the tabled items.

1. Volunteer Program & Recognition
2. Hospitality/Community Building Activities
3. Audit Committee

**Next Board Meeting:** Wednesday, November 16, 2022 at 9 am.

**Events:**

**Board Hearing on Roads: November 7, 10 am, Canoa Hills Center**  
**Holiday Dinner: December 10<sup>th</sup>. Canoa Hills Center.**

**Adjournment:** The meeting adjourned at 12:15 pm.

Respectfully submitted,

Denny Skelton, Secretary