

MINUTES – DRAFT
San Ignacio Heights, Inc.

Date: March 16, 2022

Location: SIH Ramada

Roll Call: Don Julien, Dave Fenner, John Plantz, and Denny Skelton present.

Quorum established

Guests: None

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

Agenda Approval: **(MSP)**

Approval of January 19, 2022 Meeting Minutes: (MSP)

Resident's Time: N/A

Election of Officers:

1. A slate of officers was presented as: Don Julien, President; Dave Fenner, Vice-President; Denny Skelton, Secretary/Treasurer; John Plantz, Member At Large. **(MSP)**

Officer Reports:

President, Don Julien:

Don provided an overview of the agenda, made general comments pertaining to landscaping issues and thanking the committee for their work (minutes and work plan). Also mentioned recruitment of another board member, CCR's, Rules, all of which will be discussed in more detail under those agenda items.

Vice-President, Dave Fenner: No Report.

Secretary/Treasurer, Denny Skelton:

Denny presented information on the financial statements, cash v. accrual accounting, bill paying authority, setting up a road fund reserve, timing of dues notices and payments, and the use of quick books.

1. Motion to use a cash accounting method. **(MSP)**
2. Motion to establish a road fund reserve of \$200,000 from equity. **(MSP)**

Reviewed the letter from Bill's Home Service for pest control. Payment for 2022 was previously approved. The board is not making a commitment for 2023 and does not consider the letter a contractual obligation. contract. Bill's Home Service will be informed of this position.

At Large, John Plantz: No Report

Committee Reports

Common Grounds/Landscaping – John Plantz:

John shared an estimate of \$17,250 from the landscaper to clean up the landscaping and add additional decorative rock in the North Desert Jewel and Mariquita areas. No decision to move forward at this time.

Discussion was held to eliminate and/or limit volunteer growth. Deferred to a future meeting.

Discussion was held on the desired size of the Landscape Committee. The use of volunteers as advisors to the committee was discussed.

1. Motion to limit the size of the committee to three or five members at the discretion of the Committee Chairperson with no more than two board members serving on the committee. **(MSP)**

John mentioned that we would be receiving a separate bill from the landscaper for extra work performed.

Roads – John Plantz/Al Loomis:

Sidewalk Leveling: Received an estimate from landscaper for sidewalk leveling (five areas) in the amount of \$2,200. It was determined to obtain another estimate.

1. Motion to authorize up to \$2,200 for sidewalk leveling and to obtain another estimate. **(MSP)**

Roads: We have not yet received the report from Frank Civil Consulting. Discussion deferred to a future meeting.

Architectural- Chuck Willie: No Report

Old Business

Fifth Board Member:

Recruiting efforts continue. Submit names of anyone interested to Don.

CC&Rs Review: Professional Assistance:

Discussed the need to update the CCRs, Bylaws and the rules and regulations.

John agreed to pursue this issue with the HOA attorney(s). A recommendation was made for board members to submit areas of interest for change be submitted to John via email with all board members copied on the email.

John will consult with our attorneys to determine the costs associated with a review of our governing documents and the costs associated with updating them and have them present us with a contract for said services.

1. Motion to authorize up to \$2,500 for the review of our governing documents and request a contract with costs for the actual update. **(MSP)**

The following items were tabled to a future meeting:

1. Transfer fees (in rules & regs)
2. Volunteer Program & Recognition
3. Hospitality/Community Building Activities
4. Regulations for Residents' work in Common Areas, and clarifying HOA responsibility to respond to clearing requests:

New Business

Secretarial Services:

Don reported on possibilities for secretarial assistance including, recruiting a volunteer, hiring an employee, contracting with a secretarial service, or recording meetings to be transcribed. It was decided that Denny would record the minutes for a couple of meetings and then re-visit this item.

Review of Annual Meeting requests:

1. Lighting at Camino Del Sol: This item is being worked on and we expect a solution in the near future.
2. Parking issues: The issues stem from homeowners parking their cars in their driveways and we have received four written complaints of parking in guest areas and on the street. These items are being reviewed (CCRs, rules, etc.) and will be reported on in a future meeting.

Next Board Meeting: Wednesday, April 2022 at 9 am.

Events: SIHHOA Happy Hour, Saturday March 19, 2022 from 4 to 6 pm, Ramada

Adjournment: The meeting adjourned at 11:25 am.

Respectfully submitted,

Denny Skelton, Secretary