

DRAFT Minutes
Wednesday, March 18, 2020
San Ignacio Heights, Inc.
Board of Directors Meeting

Date: March 18, 2020
Location: SIH Ramada
Time: 8:30a.m.

The agenda was immediately suspended and the Board entered into Executive Session **to get the legal opinion of Paul Wilson, regarding the letter received from Lance T. Leslie, the attorney representing Don Fern and Judith Hedges.**

Roll Call: Phil Pitts, Vice-President; Martha Gamez, Secretary;
Lexie Kupers, Treasurer; Don Julien, Member-at-Large
Quorum (3) Board Members
Call to Order: Phil Pitts, Vice-President at 9:30 am

Vice-President, Phil Pitts, submitted the letter of resignation from Donald S. Fern, SIH HOA President.

Approval of Annual Meeting Minutes
M/S/P

Resident's Time

Only Andy Miller was present – and he notified the Board that he would be stepping in for Al Loomis, President of the Roads Committee, until Al was able to continue as Chair of that Committee.

Additionally, he brought up several issues for consideration:

- The reconsideration of Terminex (rather's than Bill's Pest Control) as our provider. (See discussion under Treasurer's Report, below)
- Block Captains: **Can't remember what the issue was!**
- SIH HOA Bylaws, Article III, Section 3.05 Voting
- Planting of Texas Rangers by **the resident at _____**. **After discussion by the Board, it was determined that the resident should submit a request to the Landscaping Committee for permission to plants these trees in front of the back wall to his property, which is HOA owned common area.**

Board Reports

Vice-President, Phil Pitts, reserved his comments until his committee report, below.

Secretary, Martha Gamez, went over a few of the items from the GVC Secretary training: use of a digital recording device (\$25); no action should be taken that is not reflected on the agenda (unless it is an emergency situation); use of absentee ballots for election of officers, acceptance of minutes changes to CCR's; Electronic Buddy (one-time fee \$19) for collecting/tabulating online voting.

Treasurer, Lexie Kupers, notified Board that:

- We are not required to have an official audit. She does have **Paul Wilson** review her financial records, periodically.
- There are currently only two residents with unpaid 2020 dues.
- Reviewed and discussed the March 17, 2020 Balance Sheet
 - There is a quote from Terminex for \$7,837.50 for annual services. We discussed the

advantages and disadvantages of switching from Bill's Home Services. **M/S/P** to continue with Bill's – and to wait until next year's annual meeting for the membership to decide what to do thereafter.

- The Ramada is an asset of the HOA – but isn't reflected on the books as such. Lexie will be working with Skip Francisco, HOA Insurance Agency, to determine a replacement value. She is also asking Skip to attend our next meeting.

Member At Large, Don Julien discussed several items covered in the GVC President's Training:

- Arizona State laws versus our HOA CCR's. **There were several areas where our CCR's conflict with state law.**
- Open meeting regulations and requirements (e.g., 48 hour meeting notification of regular HOA Board Meetings.
- The State Code on Planned Communities.
- The practicality of using Facebook for communicating with members. With the resignation of Don Fern from the Board, Don Julien will be taking over as Chair of the Information Technology Committee, and will report back to the Board on this matter.

Committee Reports

Architectural Committee, Chuck Willie: A proposal with pictures, to install an archway on the side of his home, similar to that of Rick Lupu, was presented on behalf of Phil Pitts. **M/S/P** to approve the archway.

Audit Committee, Lexie Kupers: Cheryl MacDonald is still listed as signer on the bank account. A motion was made to add Martha Gamez, new Secretary of the HOA, as a signer on the Chase bank account and to remove Cheryl MacDonald. **M/S/P**.

Common Grounds and Landscaping Committee, Phil Pitts lead the discussion on the need to look for someone other than Felix Landscaping for maintain the Common Areas. There have been a growing number of complaints from the residents. Phil was directed to search for other options, obtain bids, and present his findings to the Board for further consideration. (We are currently month-to-month, rather than under an annual contract with Felix.)

New Business

Due to the resignation of Don Fern as President, after discussion, a motion was made to name Phil Pitts as President and Don Julien as Vice President. They will hold those positions until the next annual meeting in 2021. **M/S/P**. All Board Members were encouraged to identify possible candidates for the vacant Member-at-Large position.

Next Board Meeting April 15, 2020

Adjournment 11:00 am

