

**MINUTES - Draft
San Ignacio Heights, Inc.
Board of Directors Meeting**

Date: January 19, 2022

Location: SIH Ramada

Roll Call Don Julien, Lexie Kupers, Phil Pitts, Dave Fenner, John Plantz, present.

Quorum established

Guests: Al Loomis

Call to Order: Don Julien, President; 8:57 am

Agenda approval: (MSP)

Approval of December 15, 2021 Meeting Minutes: (MSP)

Resident's Time

N/A

Officer Reports

President, Don Julien:

Don stated that he had been looking into records retention requirements, as the storage area has a large number of boxes that should be reviewed. Complicating records retention are the discussions and actions taken electronically. Don will prepare procedures and guidelines for general record retention and for preserving electronic actions.

Vice President, Phil Pitts: Phil reported had no progress on seeking two nominees for the Board. While he had been seeking replacements for Secretary & Treasurer, the Board stressed the importance of finding two Board candidates & the responsibilities will be sorted out later.

Phil also reported on Ramada activity. Resident parking in the Guest parking next to the front door continues to be an issue. A possible solution would be a sign that specifies that one or more stall is reserved for Ramada Parking Only; Phil will ask Andy Miller about a sign.

Treasurer, Lexie Kupers: Lexie presented the year-end statement, as well as the balance sheet to date. After Board input over the past Board meetings, the 2022 budget will be prepared for the Annual Meeting in February. Motion to Approve Treasurer's Report: **(MSP)**

Secretary, Dave Fenner: No Report

At Large, John Plantz: No Report

Committee Reports

Common Grounds/Landscaping - Phil Pitts: Phil reported that the Landscaping Committee has consisted of him, Denny & Ginny Skelton, and John Plantz. Addie has asked about the feasibility of portable "Workers Ahead" signs when the volunteer crew is working along

Desert Jewell. Don reported he had reviewed several options, most of which are cumbersome, and are intended to direct traffic. Workers would need to be aware of how traffic is directed and plan their work accordingly. John reported that the orange cones recently put to use seem to be effective.

The Ramada Committe requested that a large cactus in the median at Circulo de la Pinata be removed so the HOA activity sign is easier to spot.

Dennis Cummins has reported that the Common Area behind the house at the East end of Mariquita has not been trimmed in some time. This is the third Homeowner to raise this issue regarding this area.

Lexie reported that the brush piles below 4060 S Amulet, resulting from the Resident's clearing on Golf Course property has been cleared by the golf course personnel. If the HOA receives a bill, she will forward it to the Resident.

Roads – John Plantz: Sidewalk leveling is on Gabe's list for next week. It involves grinding down sidewalk edges to remove trip hazards.

Al Loomis: Al stated that the HOA needs to communicate with the Members about road repair and replacement needs, more than general ball-park figures. He advised that a good first step would be to contract with Frank Civil Consulting to:

- 1) Conduct field investigation, evaluation and recommendations (\$3,250); and
- 2) Prepare a 10-year pavement and related component maintenance study(\$1,900) **(MSP)**

Architectural – Chuck Willie: No report

Old Business

Budget Planning for 2022

- Transfer fees (in Rules & Regs)
- Bill's Home Service
- Website Funding
- Volunteer Program & Recognition
- Hospitality/Community Building activities

Lexie pointed out the 2022 Budget as outlined so far is a working document. Fine tuning to add multiple line items is not necessary in order to move funds into an activity we wish to pursue in the future. She suggested we stay with what we've developed so far and adjust as necessary. The Board agreed, and halted discussion. Lexie pointed out that the contract with Bill's Home Service is due in March.

CC&R's Review Committee – John Plantz: After review, John suggests that we look at the single issue of changing the approval threshold for CC&R amendments, rather than prepare a package of proposed amendments. Don will seek guidance from counsel regarding this matter.

Mission Statement – John Plantz: John had distributed to Board members a draft mission statement by email. There was some discussion as to whether we were combining a vision statement with a mission statement. The former is a value statement as to what we want to be; the latter addresses how we get there. There was some question about a focus on property values, which can be beyond our control, vs how we choose to shape our lives and lifestyle within a broader community. There was a suggestion we could use some professional guidance,

Long-range Landscape plan: Postponed

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

New Business

Management Company for financial & secretarial services: Don pointed out that the difficulty in finding Board members with skills or aptitude for financial & secretarial duties may mean we need to contract for specific services. Don will pursue what options are available.

Annual Meeting Agenda: Don presented a potential agenda for Board input. The finalized agenda will be mailed out & emailed the first week of February.

Next Board Meeting: Thursday, February 17, 2022; following the Annual Meeting. (The February 16 Board meeting was deemed unnecessary)

Adjournment: 10:53 pm MSP