

BOARD MEETING MINUTES
San Ignacio Heights, Inc.

Date: February 15, 2023

Location: SIH Ramada

Roll Call: Don Julien, Dave Fenner, Caroline Reilly, and Denny Skelton present.
Quorum established.

Guests: Douglas Jurgens, Tom Donovan, Chuck Willie, and Al Loomis.

Call to Order Don Julien, President; 9:08 am

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

Approval of January 18, 2023 Meeting Minutes: Motion was made to approve the minutes.
(MSP)

Resident's Time: A resident complimented the board on the work they were doing.

Officer Reports:

President, Don Julien:

Open board position

Julien reported that the board will take action to appoint a member to the board to fill an unexpired term sometime after the annual meeting. We have a need to fill the positions with someone willing to be the Secretary and/or has experience in areas currently lacking on the board.

Julien also reported on the need to fill various positions on our committees. Fenner said he would be willing to serve as the board liaison on the Roads Committee and Reilly agreed to be the board liaison on the Landscape Committee.

Bylaw changes update

Julien reported on various bylaw changes that are being considered and after discussion it was the consensus to postpone this discussion to a later date.

The establishment of a transfer fee was discussed as one other method to raise funds for our road reserves. This would require an amendment to our bylaws and the board was in consensus to pursue this addition to our bylaws. Julien will consult with legal counsel on how to proceed.

Exclusive contracts for garbage pickup

Julien discussed pursuing an exclusive contract with a company for removal of trash and recycling. We have received comments from several members to have a contract that all members would use, and which would also address the type of trucks that would be used. Reilly agreed to head up this effort and will research and contact companies that provide this service.

Request for Proposal (RFP)

Julien reported on the issue of obtaining an RFP on HOA projects. A policy needs to be established to determine under what conditions (\$ value) an RFP would be required before committing to a project versus the board having the authority to pursue a project without an RFP. It is through the RFP process that bids would be solicited. It was the consensus of the board to pursue this.

Vice-President, Dave Fenner: No report

Secretary/Treasurer, Denny Skelton

Financial review – Skelton presented the financial statements for January. Motion was made to approve the Treasurers report. **(MSP)**

Skelton discussed the issue of distribution of financial reports to the members. After a discussion it was the consensus that the monthly reports (Balance Sheet and P&L) would be posted in the Ramada following their approval at a board meeting.

Skelton shared two pieces of communication with the board. The first was a letter from ADOT informing us of work to be performed along the frontage road installing conduit for fiber optics. The second was a letter from a member thanking the lady performing landscape work along Desert Jewel and other areas of our HOA.

Skelton reported that the Investment Committee has not met and will not meet until a decision is made on the roads issue to determine what funds are available for term investments.

Skelton reported on cleaning up mailing addresses, updating the board and committee contact list, the number of survey forms received, and the number of board election ballots received to date. The election ballots have been turned over to Caroline Reilly, Chairperson of the Nominating Committee.

Skelton reported that three members have not yet paid their 2023 dues.

At Large, Caroline Reilly: Reilly reported that she is prepared to report on the board election at the annual meeting.

Committee Reports

Architectural: Chuck Willie:

Willie reported that one request for windows and one request for painting was received, met the guideline and did not require approval from the board.

Common Grounds/Landscaping Committee:

Julien reported that there was no report for this board meeting, but does have a report to share with the members at the annual meeting.

A discussion was held to develop a “liability waiver” for homeowners/volunteers to sign for any work they would perform in the common areas. This item was postponed to a future board meeting.

Roads: Al Loomis:

Loomis reported on the status of the roads survey. Although much more work needs to be done and more survey forms may still be received (we have received 92 so far), the results of the survey comments reveal the following:

1. No majority preference to perform a complete mill and replace of all roads.
2. There is a majority preference to do something.
3. There is some support to do nothing other than regular maintenance as has been done in the past.

The committee is continuing its work and hopes to have a formal proposal to present to the board that can then be put to the vote of the members within the next three months.

Old Business

Annual meeting preparation – Julien led a discussion on final preparations for the annual meeting.

A volunteer signup form will be available at the annual meeting to help us fill vacant positions on committees.

New Business: None

Postponed:

Time did not permit the discussion of the following items:

1. Landscape common area criteria list.
2. Regulations for Residents’ work in Common Areas and clarifying HOA responsibility to respond to clearing requests:

Tabled:

The following tabled items were not discussed at this meeting.

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

Events:

February 16: Annual meeting 1:30-3:30 Canoa Hills Center (we have the room from 12:30-4:00)

February 18: Coffee hour 9-11 am at the Ramada

Next board meeting: February 16: 15 minutes after the close of the Annual meeting, the board will hold a special meeting for the purpose of electing officers.

Next Regular board meeting: March 15, 2023 at 9:00 am at the Ramada.

Adjournment: Motion to adjourn the meeting at 11:45 am. **(MSP)**

Respectfully submitted,

Denny Skelton, Secretary

Mission Statement:

We encourage and support an association of neighbors who voluntarily work together to promote the spirit of respect, caring, community, family, and friends. Our mission is to enhance our quality of life by maintaining our common areas and upholding our Covenants, Declarations, and By-Laws. Our Decisions will be made for the good of the community.