

SAN IGNACIO HEIGHTS HOA
Annual Membership Meeting
February 21, 2008
1:00 p.m.

Minutes

1. **Call to Order/Welcome** The meeting was called to order by Ralph Hartsock at 1:00 p.m. He announced that we had a quorum of more than 10 percent of homeowners present. There were 25 properties represented. Ralph welcomed all homeowners attending today's meeting and then he introduced the members of the Board of Directors:

Ralph Hartsock, President, term expiring
Marilyn McClellan, Secretary, 2 years remaining
Jan Paulsen, Treasurer, 1 year remaining
Bill McGovern, Member-at-large, 1 year remaining.

2. **Approval of Minutes of the 2007 Annual Membership Meeting**: On a motion by Keith Siebers, seconded by Ron Harris, the Minutes of the Annual Membership Meeting held on February 15, 2007 were approved.
3. **Vice-President's Report**: Frank Smith discussed the Board of Directors decision to change waste pickup from Waste Management to Green Valley Sanitation. He reviewed the letter sent to all homeowners explaining the reasons for the change. The Roads Committee had recommended the new company to the Board because it could provide vehicles that would weigh much less than those used by Waste Management. Damage to our roads by heavy Waste Management vehicles had been observed by the committee and the subsequent repairs in 2007 amounted to \$40,000. Frank reported that 20 homeowners have not cancelled their accounts with Waste Management at this time. He will contact these homeowners to explain the need to set up accounts with GVS.
4. **Secretary's Report**: Marilyn McClellan explained the Common Ground Maintenance/Residential Landscaping forms developed this year by the Board and distributed at today's meeting. She reported that these forms are available on our Website and may be printed out to use.
5. **Treasurer's Report**: The 2008 Proposed Budget was presented by Jan Paulsen, Treasurer. She explained two corrections to the Proposed Budget in the Common Ground Maintenance and Reserve Funds of \$47,040 and \$10,105 respectively. The proposed expenses amount to \$72, 120.00.

The End-of-Year Report dated 12-31-07 included the following Summary of Financial Position:

Chase Bank Balance:	\$ 6,095.54
Operating Funds:	26,654.08
Chase Brokerage:	
Reserve Funds	47,800.00
Edward Jones	
Reserve Funds	20,000.00
Total:	\$100,549.62

6. **Guest Speaker**: Myron Thiel, manager of Donna's Property Management, was the guest speaker. After informing the audience of his background and years of experience in the landscape maintenance business, Myron explained his role in maintaining the Common Ground area of our Association and in scheduling workers to do the necessary work. He reported on the amount of work needed in 2007 to bring the appearance of the common ground back to acceptable standards in light of neglect of these areas while Cadden Property Management was responsible for our Association's affairs. Damage to

plants from frosts in the winter of 2007 and erosion on portions of the common ground presented the most troublesome problems. Extra workers had to be hired to clear off dead plants and to clear the grounds of weeds and vegetation overgrowth. The costs of transporting plant materials to the local dump rose dramatically.

Myron explained that he sets priorities for common ground maintenance as: 1) The safety of Association members on the common ground; 2) The health of the plants; and 3) Keeping costs down as much as possible. Myron reminded homeowners that they should not work on the Common Ground and should not ask his workers to do work on their property. He stressed that landscape persons working on private property should be licensed contractors.

Myron thanked Margaret Moore, chair of the Common Ground Maintenance/Residential Landscaping Committee and her members for their cooperation in addressing problems during 2007. He noted that very few Associations have such a hard-working committee. He considers ours to be one of the best.

7. **Committee Reports:** *(Copies of complete individual committee reports are attached.)*

- a. **Architectural:** On behalf of Bud Gregory, Chair, who was unable to attend today's meeting, Marilyn McClellan presented his committee report. She introduced committee members Cynthia Peters, Ivars Vecbastiks, Jim Specht and George Oswald.

There were nine requests from homeowners during the past year and all nine were approved by the Board of Directors.

All owners must submit either the Paint Request Form or the Architectural Improvement Form to the committee. Then the forms go to the Board of Directors for approval. A lead time of 45 days is required when submitting Architectural Improvement Forms. Appendix A, (Revised January 2008) San Ignacio Heights HOA Approved Colors was revised thanks to the help of Richard Wilt and two Green Valley realtors, Cathy and Tom Williams.

Marilyn explained the Appendix A and the two committee forms that were distributed at today's meeting. She reported that these documents are posted on our Website and may be printed out for use.

- b. **Common Ground Maintenance/Residential Landscaping:** Margaret Moore presented a detailed report about work done by her committee during 2007. She explained that this had been a very difficult year and that work on common ground projects approved by the Board on Dec. 20, 2007 has already started. Margaret's committee agreed ". . . that the grounds did deteriorate over the last five years, thanks to the former maintenance crew from Grounds Keeper."

She reported that verbal abuse not only of committee members, but also of workers was experienced. "Our committee received personal attacks via Email, telephone calls and a letter. The language and treatment of these messages was nasty. The committee wanted to quit, one member did, and I will be resigning after today."

Margaret thanked Frank Smith, Board liaison to the committee, for his knowledge, hard work and many hours spent making phone calls. She ended her report with a request to homeowners, "Please change your ways of dealing with us, and think before speaking!"

- c. **Roads:** Gil LeClair, Chair, reported on the work accomplished by his committee. This included a proposal submitted to the Board of Directors and agreed on for work to be done in calendar year 2007. The work consisted of total reconstruction of the cul-de-sacs on Anastacia and Campina Courts.

The final work in the proposal was to crack seal all of our streets prior to the Monsoon season. This was accomplished in three sessions on June 4, 7, and 14. The committee has begun a five year program to bring our streets into an acceptable condition. In this first year there are 14 locations

requiring repair and these repairs should be completed prior to sealing the streets later in the year.

To help maintain the streets, one of our committee members did some investigating and found we could save tremendous wear and tear on our asphalt streets by eliminating the dual axle trucks weighing as much as 45,000 pounds empty compared with single axle trucks weighing 14,400 pounds fully loaded. This was discussed with the Board and a proposal was submitted by a local waste hauler which subsequently was accepted by our Board of Directors.

Gil completed his report by stating the committee, “. . . will continue to monitor our streets and hope that the steps we have taken, will keep your streets in acceptable condition.”

- d. **Audit:** Bill McGovern reported that “. . . except for the cash basis method of accounting used by the organization and no recording of amounts for streets, common area, and small building as disclosed in the notes to the financial statements, the financial statements present fairly the financial position of San Ignacio Heights, Inc. as of December 31, 2007 and 2006, and results of operations for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Assessment Discussion: Bill followed the audit report with a suggestion that a one year assessment of \$300.00 per property be submitted to ballot. He shared the Projected Capital Expenditures for 2008 chart with the audience. This amount was based on his interpretation of the amount that should be maintained in the Reserve Funds of our Association.

Jan Paulsen followed Bill’s report with a suggested one year assessment of \$500.00 based on facts and figures she showed in an overhead projection presentation to the audience. Many questions followed both presentations. Jan reminded homeowners that we have a “pressing problem” and would need a “yes” vote of 51% of property owners in our Association, which amounts to 81 properties, to pass either suggested one time assessment.

- e. **Special Events:** Lou English, as event and Ramada scheduler, reported that we are getting more use out of the Ramada with several meetings each month along with card games, Mah Jong, private parties, and a craft sale. The treasury for the Ramada has \$309.70 based on free will collections. Money from this was spent on coffee, furnace filters, a coffee pot and shelf brackets.

Lou reminded everyone that since Margaret is resigning today, we need one or several volunteers to organize the Saturday coffees. Volunteers are also needed to host the Spring party scheduled for Saturday, April 5, 2008 at the Canoa Hills Social Center. If no hosts volunteer, this event will be cancelled.

- f. **Nomination:** Jan Paulsen, Chair reported that only one candidate for election, Jane Bryant, turned in a résumé which was sent with the January 15 mailing. Jan Paulsen moved, and Marilyn McClellan seconded a motion, that Jane Bryant be elected by acclamation since she was the only candidate.
Motion passed.

8. **Adjournment:** Ralph Hartsock stated that he had enjoyed his tenure on the Board of Directors. He thanked all Association members for attending today. The meeting was adjourned at 2:40 p.m.

Minutes submitted by:

**Marilyn McClellan
Secretary,
SIH HOA Board of Directors**