

**SAN IGNACIO HEIGHTS HOA**  
**Board of Directors Meeting**  
**August 16, 2007**  
**3:00 p.m.**

**Minutes**

1. **Members present:** Frank Smith, Marilyn McClellan, Bill McGovern, and Jan Paulsen.  
**Absent:** Ralph Hartsock. **Guests present:** Chuck McAninch, Margaret Moore, Jim Trimbell, Piro Zirkle, and Howard Zirkle.
2. **Call to Order:** The meeting was called to order by Ralph at 3:00 p.m.
3. **Minutes:** On a motion by Jan, seconded by Marilyn, the minutes of the Special Board meeting of August 2, 2007 were approved.
4. **Treasurer's Report:** Bill moved and Marilyn seconded a motion that the July Treasurer's Report be accepted as presented. **Motion passed.**
5. **President's Report:** There was none.
6. **Committee Reports:**
  - a. **Architectural:** Frank presented a quarterly report received from Bud Gregory, Chair, who was absent. Of six requests received since January 2007, three were received in May. All requests were approved and no request is open at this date. The color schemes for the two new homes on Mariquita will be added to Appendix A, Approved Colors, when the owners furnish them. These homes are in the last Fairfield models series and none are included in the approved color scheme list. Jan recommended that Bud and his committee revise Appendix A because various colors are out-of-date, as discovered by the volunteers when purchasing paint for the Monument.
  - b. **Common Ground Maintenance/Residential Landscape:** Margaret Moore, Chair, gave her quarterly report noting that the palm trees were trimmed and the Monument was painted. Volunteers working on the Monument included Bob Laine, Margaret Moore, and Jim Trimbell. Heavy winds in July caused the loss of several trees in the common grounds on Desert Jewel Loop and one which fell and damaged a wall at 4171 Emelita Drive. These two items are "catastrophic events" and Donna's Property will bill us separately for the work cutting up and removing trees and repairing the wall. Rock has been added to the common grounds at 4171 Emelita and 1670-80 Mariquita. SIH is beginning to "catch up" with work on the common grounds, however, recent rains and winds are keeping this committee busy.
  - c. **Roads:** Jan presented the quarterly report for Gil LeClair, Chair who was unable to attend. After securing several proposals for needed road repairs in SIH, the committee submitted a recommendation on April 5, 2007 that Bates Paving and Sealing be contracted with by the Board to reconstruct and pave the cul-de-sacs on Anastacia and Campina Courts and to apply crack sealing on other streets in SIH. The costs for this work amounted to \$38,613.64. The committee is pleased with the work done by Bates. The committee's time will now be directed toward a five year program to bring the streets into a completely acceptable condition.
  - d. **Audit:** Bill reported that he is looking into the possibility of a refund from Bates Paving and Sealing because SIH paid for taxes which Bates included in the total amount charged.

7. **Old Business:**

- a. **Report on GOLF meeting:** Jan and Frank met with John Ott, the regional representative for IRI and, after Jan furnished copies of necessary documents, GOLF accepted total responsibility for landscaping on the West Road. SIH HOA is no longer responsible for it. Every two years GOLF will re-surface and re-stripe the parking lot and the road leading to and around it.
- b. **Proposed letters of Non-compliance Notification:** These are not ready.
- c. **Committee reports for newsletter:** No reports were received.
- d. **Committee forms and web site changes:** Marilyn explained the changes that have been made to the SIH HOA web site. She then distributed copies of several different proposed forms to be used by homeowners, standing committee chairs, and the Board. She explained that these could be put on the website and printed as needed by homeowners providing they had access to Adobe Acrobat Reader on their computers. After discussion, the consensus of the Board and of the members of the Common Grounds Maintenance/Residential Landscape Committee was that the forms were acceptable. However, since the Architectural Committee chair was not available at this meeting to see the forms to be used by his committee, Marilyn was directed to mail the two relevant forms along with a letter of explanation to Bud Gregory who could be reached in California. He could set up a meeting with his committee to review the forms when he returns from California and then report to the Board at its September meeting.

8. **New Business:**

- a. **Block captain plan for distribution of document packets:** Howard Zirkle, Chair, explained that he will work with Jan to coordinate this project. She explained the various steps needed to carry out the distribution and will give him an up-to-date address list of homeowners. In areas of SIH where there is no block captain, Howard will ask for volunteers to deliver the packets. The upcoming Newsletter will be inserted into the packet. By September 15 all the materials should be ready for distribution.
- b. **Format for SIH HOA Newsletter:** Marilyn showed six different versions of the proposed upcoming Newsletter and its logo. She explained that these would be printed in black and white for distribution but would be available on our web site with the logo in color. The version with the saguaro clip art was selected by a majority of the Board.
- c. **October Social Plans – Neighbors Night Out – Oct. 18, 2007:** Information on this will be available from Lou English and Margaret Moore after their upcoming meeting.

9. **Date of next Board meeting:** The regular meeting of the Board of Directors is scheduled for Thursday, September 20, 2007 at the Ramada at 3:00 p.m.

10. **Adjournment:** The meeting was adjourned at 4:40 p.m.

Minutes submitted by:

Marilyn McClellan, Secretary  
Board of Directors