

SAN IGNACIO HEIGHTS HOA
Special Board of Directors Meeting
June 28, 2007
3:00 p.m.

Minutes

1. **Members present:** Ralph Hartsock, Frank Smith, Jan Paulsen, and Marilyn McClellan. Absent: Bill McGovern.
2. **Call to order:** The meeting was called to order at 3:04 p.m.
3. **Approval of Minutes :** On a motion by Jan, seconded by Marilyn, the Minutes of the Board of Directors meetings of June 21 , 2007 were approved .
4. **Treasurer’s Report :** Jan presented the revised monthly financial statement for May 2007. Marilyn moved, and Jan seconded a motion that the Revised Treasurer’s report for May 2007 be accepted . Motion passed .
5. **President’s Report :** There was no report.
6. **Old Business:**
 - a. **SIH Lots – Property lines and land use designation .** Jan moved, and Marilyn seconded a motion that Frank’s report be contained within the minutes . Motion passed .

Frank reported that during the Board meeting of May 17, 2007, he was assigned to 1) Determine the correct zoning code for lots 26, 140, 157, 158, 163, 164 and 165; 2) Determine the correct ownership of the area shown as “Sight Visibility Triangle” on the map for Lot 1.

Action Item #1: The Pima County Zoning Office advised that Lots 157, 158, 163, 164 and 165 are zoned for Transitional Residence. Lots 26 and 140 are zoned CB2 which allows private homes.

Action Item #2: The Pima County Assessor’s Office advised that the area in question (Parcel #304-68-4500) is legally owned by Charles Gebhardt and Cathryn Blodgett. Therefore, they are also legally responsible for all ownership responsibilities. If any further discussion is desired, Mr. Gary Ault at 740 4387 may be contacted.

- b. **By-laws adjustment :** Jan moved, and Marilyn seconded a motion that a new page 6 replace the previous page 6 in the proposed second amendment to the By-laws of SIH, Inc. Motion passed .
- c. **Letter sent to SIGE and GOLF:** Jan explained the letter dated June 26, 2007 sent to San Ignacio Golf Estates and San Ignacio Golf Club listing the shared costs of crack sealing of Desert Jewel Loop. SIGE owes SIH \$503.08 and GOLF owes SIH \$463.80. (See letter.)
- d. **Committee Responsibilities – Letters to Committee Chairs.** Jan distributed copies of a document “Committee Activities and Reports” that had been given previously to the Board and which was approved on Oct. 19, 2006.

Jan moved and Frank seconded a motion that we develop a policy statement incorporating the language of the Oct. 19, 2006 document. Motion passed.

That policy states: *It is the policy of San Ignacio Heights, Inc. that all committees shall submit quarterly reports. These quarterly reports shall be submitted to the Board of Directors at board meetings in May, August, November and at the annual meeting in February. By giving quarterly reports, (on the 3rd Thursday of the month at 3 p.m. in the Ramada) the work done for the annual*

meeting report will be minimized and will keep the Board of Directors informed as to the activity of the Committees. Committees shall keep minutes of meetings.

At the annual meeting Committee Chairs will introduce the members of the Committee and give a report about the activities of the Committee during the year. This written report should be filed with the secretary taking minutes at the annual meeting.

Records of Committees: There will be a 3 ringed notebook kept in the Ramada for the reports to be filed, as well as in the minutes of the Board of Directors at the above months. There will be a section in the notebook for the following:

1. *Architectural Committee*
2. *Common Ground Maintenance/Residential Landscape Committee*
3. *Nomination Committee*
4. *Road Maintenance Committee*

These reports need not be a comprehensive report of the Committee's activities. It needs to be information about what activities or actions the Committee has been involved . Decisions or recommendations Committees make are always submitted to the Board of Directors for their approval or disapproval.

Reports on Special Events:

There will also be a section in the notebooks for the following:

5. *Christmas Party*
6. *Neighbors Night Out*
7. *Spring Party*

The group sponsoring the activity will summarize what was done, where it was held, number in attendance, itemized cost, etc. This should be considered an aid to the people sponsoring an event in the future.

Jan moved and Frank seconded a motion that a second policy be adopted which reads: It is the policy of San Ignacio Heights, Inc. that all committees shall follow the duties of those committees as stated in the By-laws (Article IX: Committees). Any recommendation from a committee shall be presented to the Board for approval or disapproval . Motion passed.

d. CCR's: Proposed letters of compliance will be considered at the next meeting of the Board.

7. New Business:

a. Jan reminded the Board that the last newsletter from SIH, Inc. was in May 2006. Board members present agreed to submit various reports to be included in a newsletter at the next Board meeting. This newsletter should be ready for the mailing with the CCR's, By-laws, etc. in late September.

8. **Date of next Board Meeting:** A Special Board meeting will be held on July 12, 2007 at 10:00 a.m. at the Ramada.

9. **Adjournment :** The meeting was adjourned at 4:30 p.m.

Minutes submitted by:

Marilyn McClellan
Secretary, Board of Directors