

San Ignacio Vistas, Inc.  
Homeowners Association  
Minutes Board Meeting – September 8, 2011  
Approved by the Board October 13, 2011

The meeting was held at 1773 W Sonoran View Drive. A quorum of the board attended: Marianne Bishop, Joyce Bulau, Paul Gilmore, Delores Leavitt and Dave McCracken. Homeowners present: Bob Puttock; Eileen MacLaren (Maintenance Committee); and representatives of AAA Landscape: Bill Dorgan, Director Of Business Development and Jason McCutcheon, Supervisor.

President Joyce Bulau called the meeting to order at 1:30 PM

**1. Consider/Approve Minutes**

A MOTION was MADE by Paul Gilmore SECONDED and UNANIMOUSLY PASSED ratifying the board of director minutes dated May 16, 2011 as previously distributed and approved by the board.

**2. Treasurer's Report**

A MOTION was MADE by Dave McCracken SECONDED and unanimously PASSED approving the Treasurer's Report ending 8/31/11 subject to Audit (**Attachment A**).

A MOTION was MADE by Dave McCracken and SECONDED by Joyce Bulau to approve an expenditure of \$520 to GoDaddy.com for domain name renewal, website hosting and private registration services for www.sivhoa.org. The Motion passed unanimously.

A MOTION was MADE by Dave McCracken SECONDED and unanimously PASSED approving an expenditure of \$1620 to Association Reserves to perform an update with site visit of the Full Reserve Study they performed in 2007.

Acceptance of the bid from Association Reserves requires a deposit of \$810, to be paid from the 2011 reserve budget. The remaining balance of \$810 and the \$520 to GoDaddy will be included in the 2012 Budget.

For informational purposes, the Treasurer provided a draft of the 2012 Operating Budget. The final figures cannot be completed until information is received from the Maintenance Committee.

The board then heard from AAA Landscape in conjunction with a proposal to extend our contract thru December 2013 at the same rate as 2011. The contract is not binding since either party can cancel with 30-day advance written notice.

A MOTION was MADE by Dave McCracken approving the extension of the AAA Landscape contract until December 2013 for \$23,925 per year. Motion passed: APPROVE (4) ABSTAIN (1) Gilmore

**3. OFFICER'S REPORTS**

**A. Secretary**

A draft newsletter was reviewed and will be mailed in mid-September.

**B. President**

A MOTION was MADE, SECONDED and unanimously PASSED appointing Bob Hill, Jim Loveland and Dave Roubos to serve as the 2011 Nominating Committee until the 2012 Annual Meeting.

The board considered the subject of reimbursement for travel expenses for board and committee members. It was the consensus that reimbursement should be limited to mileage for any trip outside of the Green Valley area that was authorized by the board beforehand.

#### **4. COMMITTEE REPORTS**

##### **A. Architectural Committee**

Jim Callahan was unable to attend the meeting and submitted a written report.  
(Attachment B)

##### **B. Maintenance Committee**

Gary Ebbesen was out of town and there was no formal report as the committee has not met since April 21.

AAA Landscape did pre and post emergent spraying for Buffleggrass in the interior this morning. If the Buffleggrass greens again during the winter, Jason said they would spray it again. The board talked about the pack rat issue, mesquite volunteers, bean pods, desert spoon at the entrance, dead Brittlebush and overgrown cacti.

It was the unanimous opinion of the board that the common area is in need of intensive clearing because of pack-rat issues. Dave McCracken will communicate with Gary Ebbesen so that Gary can present various options to the MC. There is money in the budget for this special project. AAA was asked to supply three quotes 1) remove only cacti 2) only brittlebush and 3) remove both. This is for only the interior common area. Their Enhancement Division has special equipment to perform specific tasks and the charge for this service is \$600/day, plus a dump fee.

Eileen MacLaren provided the secretary with a status of the test plantings.

Eight plants survived on the drip program. Two Valentine Emu plants were eaten immediately after planting. Two are doing well fenced but we don't want to fence things. Three Texas rangers are doing well and bloomed this year. The quail bushes and hackberry bush survived. The 2 bird of paradise and 2 red yuccas that were hand watered all did well. We have noticed about 20 bird of paradise that came up from seed (volunteers). I am going to recommend to the maintenance committed that the hand-watering program is the most successful. Since bird of paradise volunteer we should encourage these plants but perhaps save our money for other types.

#### **5. CONTINUING BUSINESS**

Sign at the corner of Calle Tres and Frontage Road – nothing to report at this time.

Repairing and repainting the entrance monuments – no report.

#### **6. NEW BUSINESS**

None

#### **7. ADJOURNMENT**

The meeting was adjourned at 3:20 PM. The next board meeting is scheduled for Thursday, October 13 at 1:30 PM at 1773 W Sonoran View Drive.

Respectfully submitted,  
/s/ Marianne Bishop, Secretary

ATTACHMENT A

San Ignacio Vistas Inc.

9/2/2011  
Cash Basis

**Assets Liabilities and Fund Balances**

As of August 31, 2011

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
130 · COMMERCE SAVINGS	262		
120 · COMMERCE CHECKING	<u>28,867</u>		
<b>Total Operating Fund</b>	<u>29,129</u>		
1502 · COMMERCE RESERVE		95,801	
1501 · COMMERCE - 92,000 CD		92,101	
1500 · COMMERCE - 50,000 CD		50,247	
1100 · WELLS FARGO - MMF		1,888	
1200 · WELLS FARO - CD		<u>75,000</u>	
<b>Total Reserve Fund</b>		<u>315,037</u>	
<b>TOTAL ASSETS</b>			<u><u>344,166</u></u>
 <b>FUND BALANCES</b>			
300 · Operating Fund	<u>29,129</u>		
3000 · Reserve Fund		<u>315,037</u>	
<b>Total Fund Balances</b>			<u><u>344,166</u></u>

San Ignacio Vistas, Inc.  
**Revenues, Expenditures and Changes in Fund Balances**  
Ending August 31, 2011

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
<b>REVENUE</b>			
400 · Assessments	102,600		
410 · Transfer and Document Fees	1,200		
420 · Operating Fund Interest	231		
4200 · Reserve Fund Interest		3,060	
<b>Total Revenue</b>	<u>104,031</u>	<u>3,060</u>	107,091
<b>EXPENDITURES</b>			
<b>Operating</b>			
<b>Maintenance</b>			
500 · Yearly Contract	14,530		
503 · Utilities	496		
505 · Other	1,069		
<b>Total Maintenance</b>	<u>16,095</u>		
<b>Administrative</b>			
510 · Contract Service	6,400		
511 · Board	449		
512 · Legal	650		
513 · Communications			
513.1 · Computer and Internet	568		
513.2 · Telephone	689		
513.3 · Office Supplies	88		
513.4 · Printing/Reproduction	659		
513.5 · Postage/Delivery	197		
513.6 · Record Storage	385		
<b>Total 513 · Communications</b>	<u>2,585</u>		
<b>Total Administrative</b>	10,084		
<b>Other Operating</b>			
520 · Audit and Accounting	30		
521 · Insurance	2,156		
522.2 · GV Council	1,254		
523.2 · Income Tax Payment	(4,223)		
523.3 · Arizona Corporation Fee	10		
523.4 · Contingency	34		
<b>Total Other Operating</b>	<u>(739)</u>		
<b>Total Expenditures</b>	25,440		25,440
<b>Total Operating Fund Revenue</b>	104,031		
<b>Less Operating Fund Expenditures</b>	(25,440)		
<b>Reserve Allocation</b>	(50,400)	50,400	
<b>Excess Revenue</b>	<u>28,191</u>		
<b>Total Reserve Fund Revenue</b>		53,460	
<b>Total Reserve Fund Expenditures</b>			
<b>Excess Revenue</b>			
<b>Beginning Fund Balances</b>	<u>944</u>	<u>261,571</u>	<u>262,515</u>
<b>Ending Fund Balances</b>	29,135	315,031	344,166

ATTACHMENT B

**Architectural Committee Report  
September 8 2011**

The following items were handled since the last board meeting.

LOT	REQUEST DATE	REQUIEST	ACTION	DATE
225	4-27	Ground mounted dish direc tv	APPROVED	4-28-11
043	5-4	Front & side yard new walkways and brick on each side of the driveway	APPROVED	6-6-11
169	6-15	2 rolling shutters on windows	APPROVED	6-16-11
194	6-15	Ground mounted dish direc tv	APPROVED	6-21-11
034	6-8	Ramada and gutters	APPROVED	6-9-11
162	7-2	Soldier walls side and rear walls	APPROVED	7-6-11
007	8-4	2 New windows to replace door	APPROVED	8-8-11
130	8-9	Satellite Dish Installed on Roof	NOTIFICATION	8-18-11
216	8-11	Solar Panel Installation -mid 1/15/20012		