

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – November 11, 2014
Approved: November 21, 2014

The meeting was held at 4731 S Harvest Moon Dr. and there was a quorum of the board: Marianne Bishop, Joyce Bulau, Jim Callahan and Ann Striker. Also, present were Armando Felix (Felix Landscaping) Carolyn Andersen, Maintenance committee; Carl Schuster, Claude and Deb Nance, Pam and Gary Raff and Paula Leeson. The meeting was called order at 9 AM.

1. COMMITTEE REPORTS

A. Maintenance

Armando Felix made a presentation to the board and laid out the work to be performed for the balance of 2015.

- 1) Finish removing volunteers from slopes
- 2) Retouch grasses that have grown back from the first cutting
- 3) Cut down trees behind Gloria Vista Court per request
- 4) Start removing Brittle Bush at areas that have abundance of bushes especially near mail boxes, hydrants, utility boxes, property lot lines, etc.

Felix will probably have to add hours to the work schedule in order to finish all of these projects. The two erosion projects will be started the week of November 18.

The project of completing installation of LED lights at the monument at Camino del sol will be completed on Wednesday, November 12.

B. Architectural

Jim Callahan presented the monthly report (**Attachment A.**)

C. Financial Advisory

Gary Powers was unable to attend the meeting and submitted the following recommendations from his committee regarding the 2015 Budget:

“On October 26 I forwarded a copy of the proposed 2015 budget to all of the committee members and asked them to review it giving special consideration to the recommendation to increase the annual dues by \$5 and to make no changes in the uninsured investments.

Questions regarding the budget were to have been discussed with Marianne by November 5, 2014. Since Marianne received no comments, I, Gary Powers, Chair of the FAC, am recommending the 2015 budget be adopted as presented by the Treasurer.”

A MOTION was MADE by Ann Striker SECONDED and UNANIMOUSLY PASSED approving the yearly dues for 2015 at \$500 per lot.

2. OFFICERS' REPORTS

A. Secretary

The minutes of the October 14 meeting were emailed to the board members after the meeting and were unanimously approved as distributed.

B. President

Joyce made a recommendation that we purchase a bench, similar to the one located at our entrance at Camino del sol, and place it at the north corner of Meadow Ridge and Vista Ridge Drive. All board members were in favor and asked that Joyce research vendors and prices and report her findings prior to making a purchase.

Since we have lost the Chair of our Decorations committee Joyce asked the Secretary to send an email looking for volunteers to decorate our entrances.

C. Treasurer

The Financial statement ending October 31, 2014 was reviewed.

A MOTION was MADE by Ann Striker SECONDED and UNANIMOUSLY PASSED accepting the Treasurer's Report subject to Audit (**Attachment B**).

A MOTION was MADE by Joyce Bulau SECONDED and UNANIMOUSLY PASSED approving the 2015 Budget. (**Attachment C**).

A MOTION was MADE by Ann Striker SECONDED and UNANIMOUSLY PASSED approving a contribution of \$58,500 to reserves in 2015.

3. CONTINUING BUSINESS – None

4. NEW BUSINESS

Paula Leeson, Homeowner at 4725 S Gloria Vista Drive, has been serving as Captain for Watch Area 9 for several years. She and her husband Jerry became full-time residents this year. Both have served on boards in the past and Paula attended the meeting to determine if she would volunteer to fill a vacancy on our board.

A MOTION was MADE by Marianne Bishop, SECONDED and UNANIMOUSLY PASSED to appoint Paula Leeson to fill the remaining term created by the resignation of Paul Gilmore. This term expires at the Annual Meeting in 2016.

5. ADJOURNMENT

There was no further business to be conducted and the meeting was adjourned at 10:15 AM. The next board meeting will be held at 9 AM Tuesday, January 13 2015 at 4731 S Harvest Moon Drive.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

**Architectural Committee (AC) Report
NOVEMBER 2014**

LOT	REQUEST DATE	REQUEST	ACTION	DATE
055	10-27-14	RAMADA AND PORCH ENCLOSURE	APPROVED	10-29-14
068	11-3-14	PAINT TRIM	APPROVED	11-3-14
182	11-3-14	PAINT TRIM	APPROVED	11-3-14
082	11-7-14	PAINT TRIM	APPROVED	11-7-14
036	11-7-14	PAINT TRIM	APPROVED	11-7-14

Lot Owner 003 serviced their palm trees in early November.

11/3/2014
Cash Basis

ATTACHMENT B
San Ignacio Vistas Inc.
Assets Liabilities and Fund Balances
As of October 31, 2014

ASSETS

Current Assets

Checking/Savings

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
120 - COMMERCE CHECKING	23,601		
160 - Due from Reserve Fund	<u>1,000</u>		
	24,601		

Reserve Account

1502 - COMMERCE RESERVE CK.		100,327	
1503 - WASH FEDERAL 1/12/15 APY 1.55%		104,271	
1505 - VANGUARD INVESTMENT		108,713	
1506 - WASH FED MONEY MARKET		50,623	
16000 - Due to Operating Fund		<u>-1,000</u>	
Total Reserve Account		<u>362,934</u>	

Total Current Assets

387,535

LIABILITIES & EQUITY

Equity

300 - Operating Fund Opening Balance			10,734
3000 - Reserve Fund Opening Balance			314,661
200 - Accounts Payable			(1,107)
Net Income			<u>63,247</u>
Total Equity			<u>387,535</u>

TOTAL LIABILITIES & EQUITY

387,535

San Ignacio Vistas Inc.
Profit Loss - Actual vs. Budget
10 MONTHS ENDING 10-31-14

	<u>Operating Fund</u>		<u>Reserve Fund</u>		<u>Total</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>
REVENUE						
400 - Assessments	112,860	112,860				
410 - Transfer and Document Fees	3,000	3,000				
420 - Operating Fund Interest	101	220				
	<u>115,961</u>	<u>116,080</u>				
4200 - Reserve Fund Interest			4,088	4,500		
Total Revenue					120,049	120,580
EXPENSE						
Maintenance						
500 - Yearly Contract	22,143	26,580				
502 - Tree Trimming	1,800	4,500				
503 - Utilities	358	500				
505 - Other Maintenance	1,870	5,000				
507 - Plant Replacement	1,719	2,100				
Total Maintenance Expenditures	<u>27,890</u>	<u>38,680</u>				
5000 - Street Repairs			7,205	10,500		
5004 - Other Maintenance			170			
5006 - Erosion Mitigation			5,000	25,000		
Total Reserve Expense			<u>12,375</u>	<u>35,500</u>		
Administrative						
510 - Contract Service	9,000	10,800				
511 - Board	213	500				
512 - Legal	400	1,500				
513 - Communications						
513.1 - Computer and Internet	1,156	1,100				
513.2 - Telephone	1,085	1,090				
513.3 - Office Supplies	122	50				
513.4 - Printing/Reproduction	777	2,000				
513.5 - Postage/Delivery	199	300				
513.6 - Record Storage	456	460				
Total 513 - Communications	<u>3,795</u>	<u>5,000</u>				
Total Administrative	<u>13,408</u>	<u>17,800</u>				
Operating						
520 - Audit and Accounting						
521 - Insurance	2,276	3,000				
522.2 - GV Council	1,710	1,710				
523 - Taxes and Contingency	250	315				
Total Operating	<u>4,236</u>	<u>5,025</u>				
Total Expenditures	<u>45,534</u>	<u>61,505</u>			<u>45,534</u>	<u>61,505</u>
ALLOCATION						
600 - Reserve Allocation	(56,560)	(56,560)				
6000 - Operating Fund Allocation			56,560	56,560		
Excess Revenue <Expenditures>	<u>13,867</u>	<u>(1,985)</u>	<u>56,560</u>	<u>56,560</u>	<u>70,427</u>	<u>54,575</u>
Beginning Fund Balances	<u>10,734</u>		<u>314,661</u>		<u>325,395</u>	
Ending Fund Balances	<u>24,601</u>		<u>362,934</u>		<u>387,535</u>	

ATTACHMENT C
 SAN IGNACIO VISTAS, INC.
 2015 APPROVED BUDGET

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
	BUDGET	BUDGET	INCOME
REVENUE			
400 - Assessments	114,000		
410 - Transfer and Document Fees	3,000		
420 - Operating Fund Interest	120		
	117,120		
4200 - Reserve Fund Interest		8,000	
Total Revenue		8,000	125,120
EXPENSE			
Maintenance			
500 - Yearly Contract	30,000		
501 - Invasive Grass	2,000		
502 - Tree Trimming	4,600		
503 - Utilities	500		
505 - Other Maintenance	2,000		
506 - Erosion Mitigation	5,000		
507 - Plant Replacement	2,200		
Total Maintenance Expenditures	46,300		
5000 - Street Repairs		24,000	
5006 - Erosion Mitigation		-	
Total Reserve Expense		24,000	
Administrative			
510 - Contract Service	11,400		
511 - Board	500		
512 - Legal	1,500		
513 - Communications			
513.1 - Computer and Internet	1,200		
513.2 - Telephone	1,320		
513.3 - Office Supplies	50		
513.4 - Printing/Reproduction	2,000		
513.5 - Postage/Delivery	250		
513.6 - Record Storage	460		
Total 513 - Communications	5,280		
Total Administrative	18,680		
Operating			
520 - Audit and Accounting			
521 - Insurance	3,300		
522.2 - GV Council	1,710		
523 - Taxes and Contingency	316		
Total Operating	5,326		
Total Expenditures	70,306		
ALLOCATION			
600 - Reserve Allocation	58,500		
6000 - Operating Fund Allocation		58,500	
Excess Revenue <Expenditures>	(11,686)	42,500	30,814