

San Ignacio Vistas, Inc.
Homeowners Association Minutes
Board Meeting – October 8, 2016
Approved via email on October 9, 2016

The meeting was held at 4725 S Gloria Vista Drive and a quorum of the board was present: Marianne Bishop, Paula Leeson and Ann Striker. The meeting was called to order at 1 PM.

1. SECRETARY

The minutes of the April 4 meeting were emailed to the board members after that meeting and were unanimously approved as distributed.

- A) Joyce Bulau tendered her resignation via email to the board August 7. For the balance of the year the following officers have been appointed and were unanimously approved.

Acting President – Ann Striker
1st Vice President – Paula Leeson

- B) Consent Agenda:

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED to adopt use of a consent agenda. A consent agenda may be presented by the president at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

- C) Speaker for the Annual Meeting:

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED to have a speaker for the annual meeting with the topic Dispelling the Myths of Hospice.

We will contact members from "Soulistic Hospice (a nonprofit service)" to interview them at an upcoming board meeting in an attempt to ensure that they give a non-biased presentation. (Attachment A)

2. TREASURER

The Financial statement ending September 30, 2016 was reviewed. (Attachment B)

The draft budget for 2017 was distributed and will be reviewed at the November board meeting. (Attachment C)

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED accepting the Treasurer's Report subject to Audit.

3. ACTING PRESIDENT

Ann Striker made a motion to appoint Shelli Knopik as member of the board of directors. The motion was unanimously approved.

Ann Striker made a motion to appoint John Haymond as member of the landscape subcommittee. The motion was unanimously approved.

Ann Striker made a motion to appoint Duane Felstet as member of the road subcommittee. The motion was unanimously approved.

Marianne Bishop left the room and recused herself from a discussion about Reliable Secretary services.

Ann Striker made a motion to increase the monthly contract service payment for Reliable Secretary Service by \$50 per month during 2017. The motion was unanimously approved.

4. LANDSCAPE SUBCOMMITTEE

A MOTION was MADE to ratify the expenditure for the erosion project that was performed earlier this year by Felix Landscaping. The plan was previously approved by the board via email ballot.

A MOTION was MADE to ratify the expenditure for removal of 6 trees by Felix Landscaping that was previously approved by the board via email ballot.

Armando Felix has stated that he will provide landscape service for 2017 at the same contract price as 2016. A contract will be provided at the November board meeting for execution.

5. ARCHITECTURAL COMMITTEE

In Jim Callahan's absence Marianne Bishop provided his report (Attachment D)

6. SOCIAL COMMITTEE

Information regarding the Oktoberfest will be sent to all homeowners via email as well as being posted on the website. Also it will either be hand delivered or mailed to those without email.

In 2017 our social events will be switched to Saturday instead of Thursday. Following are the dates and suggested functions to be held.

*Feb 4, 2017	Pizza Party	Canoa Hills	Saguaro/Palo Verde Rooms
Apr 1, 2017	POTLUCK	Canoa Hills	Saguaro Rm or Canoa Ranch
Sept 30 2017	Welcome Back Event	Canoa Hills	Saguaro Rm
*Nov 18, 2017	FALL FEAST	Canoa Hills	Saguaro/Palo Verde Rooms

7. CONTINUING BUSINESS - None

8. NEW BUSINESS

The Financial Advisory Committee asked the Board to consider changing the language in the By-laws that describes this committee.

CURRENT LANGUAGE:

Section 4: Financial Advisory Committee.

“The Financial Advisory Committee will be composed of the president, treasurer and such other Members of the Association as deemed appropriate by the Board. The Financial Advisory Committee will formulate and recommend the fiscal and investment policy of the Association. The committee will examine the annual updates of the Replacement Reserve Plan, the Operating Budget and the homeowner dues assessment and once satisfied recommend these to the Board. The committee will exercise and discharge such other duties as may be required by the Board and in all matters, the committee will report to and make its recommendations directly to the Board.”

SUGGESTED LANGUAGE:

“The Financial Advisory Committee (FAC) will be composed of the President, Treasurer and such other Members of the Association as deemed appropriate by the Board. The FAC will formulate and recommend the financial and investment policies of the Association.

Prior to the Board setting the Annual Assessment the FAC shall evaluate the long-term funding status of the Replacement Reserve Plan (RRP). The Treasurer will provide a draft of next year’s Operating Budget which includes expenditures for both Operating and Reserve Projects. The FAC will make a recommendation to the Board for the amount needed for the following year’s Annual Assessment comprised of the amount for the Operating Fund and the amount to be transferred to the Reserve Fund.

The FAC will also discharge such other duties as may be required by the Board and in all matters, will report to and make its recommendations directly to the Board.”

A MOTION was MADE SECONDED and UNANIMOUSLY PASSED approving the new language. This change to the Bylaws will be reported in the next newsletter to be distributed in December.
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9. ADJOURNMENT

With no further business to be conducted the meeting was adjourned at 1:50 PM. The next scheduled meeting is November 14, 2016 to be held at the Canoa Hills Center in the Mesquite Room starting at 9 AM.

Respectfully submitted,
Marianne Bishop, Secretary

Refreshments
served



Dispelling The Myths of Hospice

Meet the staff of Soulistic Hospice and gain an understanding of the hospice benefit, how someone may qualify, and have an opportunity to answers your questions.

DID YOU KNOW?

For Those Eligible:

- * Hospice services are 100% covered by Medicare and most private insurances
- * Hospice cares for the physical, emotional and spiritual needs of the patient and family
- * **Hospice makes House Calls;** Our team, including a doctor and nurse come to see you in your home . A nurse is on call 24/7.
- * Hospice can assist you with bathing and light house keeping.
- * Hospice provides medical equipment and also supplies such as wipes, adult briefs, chux, gloves, etc.
- * Volunteers and volunteering are integral to hospice services...and more...

LOCATION: TO BE DETERMINED

DATE: TO BE DETERMINED

TIME: TO BE DETERMINED

If you would like a presentation for your club or organization, or an individual presentation, please contact us.

Sponsored by Soulistic Hospice A NonProfit Service
State licensed, Medicare certified, VA contracted
For additional information call 520-398-2333



DOES YOUR LOVED ONE QUALIFY FOR HOSPICE CARE?

If your loved one is experiencing any of the following signs or symptoms, it may be time to call and see if they qualify for additional care.

- Uncontrolled or Increased Pain
- Frequent Infections
- Frequent visits to the doctor's office or Hospital
- Shortness of Breath
- Needs Oxygen
- Increased Confusion
- Uncontrolled Nausea/Vomiting/ or Diarrhea
- Frequent Falls
- Losing weight and/or interest in food
- Difficulty swallowing and/or choking on food
- Increased Weakness and Sleeping
- Requires more assistance with Daily Care
- Has a life limiting illness such as Heart, Pulmonary, Kidney or Liver Disease, or Cancer.
- Has Chronic Health Conditions such as Diabetes, Dementia, Parkinson's Disease, or Stroke.

Hospice services are 100% Covered by Medicare and most private insurances.

Hospice can help to manage the physical, emotional, and spiritual needs of the patient and family/caregivers and includes routine visits to your home/facility by a Physician, Registered Nurse, Certified Nursing Assistant, Social Worker, Chaplain, Bereavement Coordinator and Volunteers.

Hospice also provides medical equipment as well as incontinent supplies and medications to keep your loved one/patient comfortable. Soulistic Hospice is a non-profit organization and strives to provide quality hospice care regardless of ability to pay.

Please call us for more information, or if you would like a nurse to evaluate you or your loved one, or if you would like a presentation for your club or organization.

Phone 520.398.2333 | Fax 520.398.9524 | www.soulistichospice.org | info@soulistichospice.org
Serving the areas of TUCSON and Pima County / TUBAC and Santa Cruz County

9:11 AM
10/8/2016
Cash Basis

San Ignacio Vistas, Inc.
Balance Sheet
As of September 30, 2016

	<u>OPERATING</u>	<u>RESERVE</u>	
ASSETS			
120 · COMMERCE CHECKING	<u>31,632</u>		
1502 · COMMERCE RESERVE		23,092	
1505 · WELLESLEY INCOME VWIAX (MV = 129,266)		120,794	
1507 · WASH FED 5yr 2/13/20 APY 1.95%		61,921	
1508 · GOLDMAN SACHS CD .85% -4-28-17 (MV-100,025)		100,001	
1509 · COMMERCE CD 6/30/17 APY .98%		101,457	
1510 · WELLINGTON -VWENX (MV = 56,365)		51,075	
1511 · VANGUARD - MM		<u>855</u>	
		459,195	
Total Current Assets			<u><u>490,827</u></u>
LIABILITIES & EQUITY			
Equity			
300 · Operating Fund Balance	6,887		
3000 · Reserve Fund Balance		431,899	
350 · Retained Earnings-Operating	(426)		
Net Income	<u>24,743</u>	<u>27,724</u>	
Total Equity	<u>31,204</u>	<u>459,623</u>	
TOTAL LIABILITIES & EQUITY			<u><u>490,827</u></u>

	Operating		Reserve		Total	
	Actual	Budget	Actual	Budget	Actual	Budget
Income						
400 · Assessments	67,949	67,949	51,750	51,750		
410 · Transfer and Document Fees	3,950	3,000				
420 · Operating Fund Interest	109	120				
4200 · Reserve Fund Interest			6,247	9,000		
	<u>72,008</u>	<u>71,069</u>	<u>57,997</u>	<u>60,750</u>		
Total Income					130,005	131,819
Expense						
Maintenance Expenditures						
500 · Yearly Contract	22,515	30,000				
501 · Invasive Grass	286	2,500				
502 · Tree Trimming	3,542	3,600				
503 · Utilities	207	300				
505 · Other Maintenance	5,351	4,000				
506 · Erosion Mitigation	650	2,000				
507 · Plant Replace	690	2,200				
5006 · Erosion Mitigation			6,936			
5000 · Street Repairs			23,337	35,000		
Total Maintenance	<u>33,241</u>	<u>44,600</u>	<u>30,273</u>	<u>35,000</u>		
Administrative						
510 · Contract Service	9,000	12,000				
511 · Board	108	500				
512 · Legal	350	1,500				
513 · Communications						
513.1 · Computer and Internet	835	1,100				
513.2 · Telephone	779	1,000				
513.3 · Office Supplies	0	50				
513.4 · Printing/Reproduction	565	2,000				
513.5 · Postage/Delivery	132	250				
513.6 · Record Storage	456	460				
Total 513 · Communications	<u>2,767</u>	<u>4,860</u>				
Total Administrative	<u>12,225</u>	<u>18,860</u>				
Other Operating						
521 · Insurance	0	3,500				
522 · Membership Fee - GVC	1,710	1,710				
523 · Taxes and Contingency	89	400				
Total Other Operating	<u>1,799</u>	<u>5,610</u>				
Total Expense	<u>47,265</u>	<u>69,070</u>	<u>30,273</u>	<u>35,000</u>		
Net Income	24,743	1,999	27,724	25,750		
Beginning Fund Balance	6,887	6,887	431,898	431,898		
350 · Retained Earnings	(426)					
Ending Fund Balance	<u>31,204</u>	<u>8,886</u>	<u>459,622</u>	<u>457,648</u>	<u>490,826</u>	<u>466,534</u>

SAN IGNACIO VISTAS, INC.
2016 ACTUAL VS 2017 PRELIMINARY BUDGET

	2016 <u>Operating</u> <u>BUDGET</u>	2017 <u>Operating</u> <u>BUDGET</u>	2016 <u>Reserve</u> <u>BUDGET</u>	2017 <u>Reserve</u> <u>BUDGET</u>	2016 <u>Total</u> <u>INCOME</u>	2017 <u>Total</u> <u>INCOME</u>
REVENUE						
400 - Assessments (525 vs 530)	67,944	68,570	51,756	52,270		
410 - Transfer and Document Fees	3,000	3,000				
420 - Operating Fund Interest	120	120				
4200 - Reserve Fund Interest			9,000	9,000		
Total Revenue	<u>71,064</u>	<u>71,690</u>	<u>60,756</u>	<u>61,270</u>		
					131,820	132,960
EXPENSE						
Maintenance						
500 - Yearly Contract	30,000	30,000				
501 - Invasive Grass	2,500	2,500				
502 - Tree Trimming	3,600	3,600				
503 - Utilities	300	350				
505 - Other Maintenance	4,000	5,000				
506 - Erosion Mitigation	2,000	2,000				
507 - Plant Replacement	2,200	2,000				
5000 - Street Repairs			35,000			
4201 - Reserves Misc (Study)				2,000		
5006 - Erosion Mitigation			-	10,000		
Total Maintenance Expenditures	<u>44,600</u>	<u>45,450</u>	<u>35,000</u>	<u>12,000</u>		
Administrative						
510 - Contract Service	12,000	12,600				
511 - Board	500	500				
512 - Legal	1,500	1,500				
513 - Communications						
513.1 - Computer and Internet	1,100	1,100				
513.2 - Telephone	1,000	1,300				
513.3 - Office Supplies	50	50				
513.4 - Printing/Reproduction	2,000	2,000				
513.5 - Postage/Delivery	250	250				
513.6 - Record Storage	460	500				
Total 513 - Communications	<u>4,860</u>	<u>5,200</u>				
Total Administrative	<u>18,860</u>	<u>19,800</u>				
Operating						
520 - Audit and Accounting						
521 - Insurance	3,500	3,500				
522.2 - GV Council	1,710	1,710				
523 - Taxes and Contingency	400	400				
Total Operating	<u>5,610</u>	<u>5,610</u>				
Total Expenditures	<u>69,070</u>	<u>70,860</u>	<u>35,000</u>	<u>12,000</u>	104,070	82,860
Excess Revenue <Expenditures>	<u>1,994</u>	<u>830</u>	<u>25,756</u>	<u>49,270</u>	<u>27,750</u>	<u>50,100</u>

**ARCHITECTURAL COMMITTEE (AC) REPORT
OCT 2016**

LOT	REQUEST DATE	REQUEST	ACTION	DATE
212	2-9-16	SOLDIER WALL	APPROVED	2-9-16
194	2-22-16	SOLAR INSTALLATION	APPROVED	2-24-16
107	2-20-16	PAINT APPLICATION	APPROVED	2-27-16
212	3-31-16	RAMADA	APPROVED	4-1-16
221	1-15-16	RE-LANDSCAPING	APPROVED	4-16-16
221	4-16-16	NEW FRONT SECURITY DOOR	APPROVED	4-16-16
203	4-20-16	PAINT APPLICATION	APPROVED	4-21-16
120	4-28-16	DIRECTV	DOCUMENTED	4-28-16
058	4-26-16	PAINT APPLICATION	APPROVED	5-12-16
050	5-4-16	PAINT APPLICATION	APPROVED	5-12-16
044	5-12-16	SOLAR INSTALLATION	APPROVED	5-23-16
133	5-23-16	PAINT APPLICATION	APPROVED	5-24-16
038	5-30-16	SOLDIER WALL	APPROVED	5-31-16
038	5-30-16	PAINT APPLICATION	APPROVED	5-31-16
010	6-9-16	SECURITY DOOR	APPROVED	6-9-16
179	6-13-16	BAY WINDOW	APPROVED	6-15-16
125	7-6-16	PAINT APPLICATION	APPROVED	7-6-16
041	7-19-16	PAINT APPLICATION	APPROVED	7-19-16
059	8-25-16	NEW SIDE SERVICE DOORS FROM GARAGE	APPROVED	8-25-16

Fielded calls about barking dogs, cars parked in overflow, landscape issues on private property.

Lot Owners 107/108 resolution to repair of joint wall

Lot 200 – ongoing issue with tree, owners had the tree in their front yard trimmed in early April that hopefully will last at least a year.

Lot 061 received a formal complaint regarding a multitude of trees (over 37) in their rear yard that is blocking views from Lot 060. This was communicated to the Owner without sending a formal letter. There are some Ponderosa Pines which can average 100' to 160' in height, with some exceeding 180'. The landscaping on this lot has not had AC approval. Since this house is on the market this fact needs to be communicated to any potential homeowner.



ATTACHMENT E

ANNUAL CELEBRATION BY SAN IGNACIO VISTAS, INC

Date: Thursday, October 27, 2016

Time: 5 - ? PM

Location: CANOA SOCIAL CENTER - Saguaro Room

Attendance by RESERVATION. Food will be supplied by the Social Committee.

A modest per person fee of \$10 per person will cover the following menu:

Brats with sauerkraut, German potato salad, and Apple turnover with ice cream

Coffee, iced tea and lemonade will be supplied. Homeowners desiring other beverages should BYOB.

Enclose a check made payable to CASH and attach it with this form

Deposit the form, with your check (or CASH) in the lockbox for the HOA located in my courtyard or mail is directly to my address as follows:

Marianne Bishop
Secretary for SIVHOA
4771 S Prairie Hills Drive,
Green Valley, AZ 85622-5809

Attn: October Dinner Reservation

Here is a reservation to attend the **OKTOBERFEST DINNER on October 27, 2016.**

Attendees are: _____

Address: _____

Phone: _____ Email: _____

Reservations must be made by October 23, 2015 at the latest.

In order to obtain a refund, cancellations must be made by October 21 2016.

of Attendees

_____ multiplied by \$_____ for each reservation = Total enclosed: \$ _____