

San Ignacio Vistas, Inc.
Homeowners Association
Minutes Board Meeting – December 8, 2011
Approved by the Board _____
January 12, 2011

The meeting was held at 1773 W Sonoran View Drive. There was a quorum of the board: Marianne Bishop, Joyce Bulau, Paul Gilmore and Dave McCracken. Homeowners: Jim Callahan (Architectural Committee), Gary Ebbesen (Maintenance Committee) and Ann Striker and Mary Lou Catino, candidates for the 2012 board.

President Joyce Bulau called the meeting to order at 1:35 PM. There were no homeowners wanting to speak.

1. COMMITTEE REPORTS

A. Architectural

Jim reported on refurbishing the entrance monuments at Camino del Sol and Calle Tres performed by Desert Dwellers. The work was completed on November 23 and the Decorating Committee was able to set up the Christmas decorations on Saturday, November 26. A special thank you was extended by Jim and the board to Linda Nealy and Deb Nance for their help with the color choice for the project. When the decorations are removed the board requested to have the maintenance crew trim the bush that is hiding part of the lettering on the monument.

B. Maintenance

Gary Ebbesen summarized the reports from the November and December meetings included as Attachment A. Tree trimming started on December 7 and should complete on December 9. Crack sealing should be performed in February 2012 and bids for this work should be requested in late December.

The following recommendations were brought to the board for consideration:

Maintenance of the common areas should be restructured. Rather than signing a yearly contract, the committee recommends obtaining bids for a given job and withholding full payment until the job is done to meet specifications.

Gary cited the Canoa Seca Estates and the extensive spraying project they undertook to apply pre and post emergent spray in order to kill all of the vegetation on their ground.

The board will investigate these recommendations further prior to voting on any change to our current contract with AAA Landscaping.

Gary Ebbesen tested the battery at the Calle Tres monument and believes it should be replaced. Since the expenditure will be under \$500 Gary was given approval to proceed.

Gary verbally resigned effective December 10, 2011.

2. OFFICER'S REPORTS

A. Secretary

A MOTION was MADE by Paul Gilmore SECONDED and UNANIMOUSLY PASSED approving the board of director minutes dated November 10, 2011 as distributed.

A MOTION was MADE by Marianne Bishop SECONDED and UNANIMOUSLY PASSED setting the record date as Tuesday, January 31, 2012 at 5 PM entitling homeowners to a notice of meeting and eligibility to vote at the Annual Meeting.
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B. Treasurer

The Treasurer presented a financial report as of 11/30/11 (**Attachment B**). Although the QuickBooks debit and credit accounts are in balance, there is a \$36 discrepancy between page 1 and 2 of the report that will be rectified prior to preparing the year-end report for audit.

As of December 7, fifty-three checks have been received for 2012 dues.

There are uncertainties concerning how the maintenance contract will be restructured in 2012. In addition, the Maintenance Committee has been asked to identify a firm qualified to conduct a study of water flow patterns within the Association to take a pro-active approach to avert erosion. Because of this, the Treasurer moved as follows:

A MOTION was MADE by Marianne Bishop that any excess funds from the 2011 budget be retained in the Operating Fund for 2012 and categorized as an emergency fund. Paul Gilmore SECONDED and the MOTION PASSED UNANIMOUSLY.

The Treasurer will consult our Auditor to establish a new account for this fund.

Since there are many outstanding decisions regarding maintenance the 2012 budget cannot be presented for a vote. Our auditor advised that the board should have the 2012 budget approved by the February 9 board meeting in order to present it at the Annual Meeting.

On 12/14/2011 the Capital One 5 year CD for \$75,000 held at Wells Fargo will mature. The Treasurer was authorized by the board to search for the best rate for a 2 year CD in the amount of \$100,000. It was suggested that the Treasurer check on-line with Bankrate.com or Discoverbank.com.

C. President

Larry Engel and Claude Nance have also resigned from the Maintenance Committee. Joyce and Dave have committed to make calls to identify new members willing to work on the projects that are set before this committee.

3 CONTINUING BUSINESS

The president read a letter dated November 29 from the homeowner of lot 131 further appealing the decision reached at the October board meeting. The board revisited the issue and confirmed their previous decision. The Secretary was directed to communicate this to Mr. Eman.

Eileen MacLaren asked if the beautification committee could proceed to plant pads from the Santa Rita cactus in barren areas and there was no objection from the board.

4 NEW BUSINESS - None

5 ADJOURNMENT

The meeting adjourned at 3:10 PM. The next board meeting will be held at 1:30 PM on Thursday, January 12 at 1773 W Sonoran View Drive.

Respectfully submitted,
/s/ Marianne Bishop, Secretary

ATTACHMENT A

MAINTENANCE COMMITTEE MEETING

Minutes - November 16, 2011 Meeting

The meeting was held at 4919 S. View Ridge Drive at 9:30 AM

Attending: Larry Engel, Carolyn Andersen and James Eidson

Larry Engel read the minutes of the October 19, 2011, MC meeting and they were approved as read.

Landscape/Common area maintenance report was not given. We did discuss issues with landscape crew and homeowner interference. The spring plant test worked out to about a 50% survival rate. Both of topics will be discussed again at a future meeting.

There will be a special meeting about landscaping at Claude Nance's home November 22, 2011 at 10:00 am.

Larry Engel reported that annual tree trimming will take place December 7, 8, and 9, 2011. La Sierra Ranch was approved as the contractor by email vote of MC members. The MC will meet at the Camino Del Sol entrance at 8:00 am on the 7th of December to start. The special trimming requests will be reviewed on site November 29, 2011 to schedule the trimming/removal of trees.

Larry Engel reported on street maintenance. Nothing is scheduled for the remainder of 2011. Crack repairs are in the plan for Spring of 2012. Bids should be requested in late December 2011 for February 2012 crack sealing.

The SIV Board would like Association Reserves to study or review a study of "drainage channels and erosion in our common areas". The MC should wait for directions as to finding an engineering firm or getting a name from Association Reserves.

Next meeting is December 6, 2011 at 12:30 PM.

Adjourned at 10:30 AM

Larry Engel : Co-Chairman of the MC

Minutes - December 6, 2011 Meeting

The meeting was held at 4919 S. View Ridge Drive at 12:30 PM

Attending: James Eidson, Claude Nance, Gary Ebbesen, Larry Engel and Dave McCracken

Larry Engel read the minutes of the November 16, 2011, MC meeting and they were Approved as read.

Claude Nance gave the Landscape report. Claude believes that the AAA crew is not working hard or finishing work he assigns each week. We did discuss issues with the landscape crew and homeowner interference. We are not getting what we are paying for from AAA Landscaping.

Any action on replacement plants was tabled.

Gary Ebbesen made a motion that we change to a contract basis, rather than weekly, or monthly scheduled work. Issue a contract for a given job and do not pay until it is done. Sam Eidson seconded the motion and it was passed unanimously.

Larry Engel reported that annual tree trimming would take place December 7, 8, and 9, 2011. Starting at 9:00 am on the 7th, at the west entrance. A work schedule was set up.

Larry Engel reported on street maintenance. Crack repairs are in the plan for spring of 2012. Bids should be requested in late December 2011 for February 2012 crack sealing.

Claude Nance made a motion that street sweeping should be done in October each year; it was seconded by James Eidson and passed unanimously.

The area east of lot #'s 89 to 95 and south of lot #'s 84 to 88 has grown rapidly. Both trees and bushes, this should be reviewed by the SIV Board to determine what action needs to be taken.

At the close of the meeting Claude Nance and Larry Engel resigned as of the 10th of December 2011. Gary Ebbesen resigned as of February 1, 2012.

Adjourned at 2:00 PM

Larry Engel: Co-Chairman of the MC

ATTACHMENT B

12/6/2011
Cash Basis

San Ignacio Vistas Inc.
Assets Liabilities and Fund Balances
As of November 30, 2011

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
ASSETS			
Current Assets			
Checking/Savings			
130 · COMMERCE SAVINGS	256		
120 · COMMERCE CHECKING	<u>16,065</u>		
Total Operating Fund	<u>16,321</u>		
1502 · COMMERCE RESERVE		95,211	
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>	
Total Reserve Fund		<u>314,447</u>	
TOTAL ASSETS			<u><u>330,768</u></u>
 FUND BALANCES			
300 · Operating Fund	<u>16,321</u>		
3000 · Reserve Fund		<u>314,447</u>	
Total Fund Balances			<u><u>330,768</u></u>

San Ignacio Vistas Inc.
Revenues, Expenditures and Changes in Fund Balances
Ending November 30 2011

	<u>Operating</u>	<u>Reserve</u>	<u>Total</u>
REVENUE			
400 - Assessments	102,600		
410 - Transfer and Document Fees	1,200		
420 - Operating Fund Interest	292		
4200 - Reserve Fund Interest		3,277	
Total Revenue	<u>104,092</u>	<u>3,277</u>	107,369
EXPENDITURES			
Operating			
Maintenance			
500 - Landscape	21,695		
503 - Utilities	678		
505 - Other	1,138		
Total Maintenance	<u>23,511</u>		
4201 - Reserves - Misc (Reserve Study)		810	
5003 - Retaining Walls/Monuments		900	
		<u>1,710</u>	
Administrative			
510 - Contract Service	8,800		
511 - Board	471		
512 - Legal	650		
513 - Communications			
513.1 - Computer and Internet	768		
513.2 - Telephone	947		
513.3 - Office Supplies	88		
513.4 - Printing/Reproduction	1,304		
513.5 - Postage/Delivery	254		
513.6 - Record Storage	385		
Total 513 - Communications	<u>3,746</u>		
Total Administrative	13,667		
Other Operating			
520 - Audit and Accounting	30		
521 - Insurance	3,068		
522.2 - GV Council	1,254		
523.1 - Taxes - Property	29		
523.2 - Income Tax Payment	(4,223)		
523.3 - Arizona Corporation Fee	10		
523.4 - Contingency	61		
Total Other Operating	<u>229</u>		
Total Expenditures	<u>37,407</u>		37,407
Total Operating Fund Revenue	104,092		
Less Operating Fund Expenditures	(37,407)		
Reserve Allocation	(50,400)	50,400	
Excess Revenue	<u>16,285</u>		
Total Reserve Fund Revenue		51,967	
Total Reserve Fund Expenditures			
Excess Revenue			
Beginning Fund Balances	944	261,571	262,515
Ending Fund Balances	<u>17,229</u>	<u>313,538</u>	<u>330,767</u>