

Civano I, Neighborhood I Homeowners Association
Board of Directors Meeting Minutes

Date: January 27, 2009
Time: 7:00 PM
Location: HOA Activity Center-10501 E Seven Generations Way, #101

I. CALL TO ORDER

The Association President, Les Shipley, called the meeting to order at 7:05 PM.

II. ROLL CALL

President Les Shipley, Vice President Ron Peterson, Treasurer Mark Levine, and Directors Chris Shipley, Lee Rayburn and Rick Hanson were present, establishing quorum. Secretary Judyth Willis was absent.

III. OPEN FORUM

A. Letter From Lot #469-Dog Park Opinion

President Les Shipley explained to the homeowners present the negative opinion and issues stated in the letter received. Vice President Ron Peterson volunteered to draft a response letter to the homeowner and email it to the Board of Directors for approval prior to sending. Mr. Peterson asked Ms. Hamblin, Association Manager, if a poll was ever taken regarding the homeowner's views on the dog park. Ms. Hamblin stated that the Board had instructed this poll be put on hold until the issue of the Rotunda conveyance was settled.

B. Activity Center Request-Lot #309-Cloth Diaper Class
Discussion ensued.

MOTION: To approve the use of the Activity Center for this event for two (2) uses after which the Board of Directors will review. Motion was seconded and passed unanimously.

The usage of the Activity Center for a Quilting Bee for the four (4) days of January 5th thru the 8th of 2010, from the hours of 7am-11pm also came under discussion.

MOTION: To approve the use of the Activity Center for this event for the four (4) days requested but it will not be for exclusive use. Motion was seconded and passed unanimously.

C. Traffic Circle Stop Signs Changed to Yield Signs

Mr. Peterson mentioned people ignoring stop signs now and did not believe yield signs would make a difference. According to research with the City of Tucson homeowners in the street frontage of the circles must petition to have the signs changed. Mr. Lee Rayburn mentioned incurring insurance liability for the association. No action is to be taken at this time.

D. Chaperones for Teen Night needed.

New chaperone volunteers are needed as Ron and Marna Peterson, who have been the chaperones for 2 years, will be moving out of the association. Having parents rotate as chaperones was suggested as a possibility. The teens asked if they could attend a Board of Directors meeting and it was mentioned that having them attend the Annual Meeting instead would give them access to more people for their request. Also, submitting letter for the Association Newsletter would be helpful. The Board will continue to help with donations.

Scott Lantz requested the Board of Directors take a look at 10570 E. Eisenberg Place regarding the Removal of two (2) trees, one to be removed entirely and one to be relocated further south as the trees are blocking the homeowner's view of the mountains.

MOTION: For Civano Nursery to check this address and report back to the Board of Directors with no precedent being set, just addressing the issue. Motion was seconded and passed unanimously.

Mr. Peterson also requested the possibility of replacing the tree behind his home. Mr. Les Shipley responded that he was agreeable to some tree replacement.

Ms. Hamblin was instructed to produce an article for the Newsletter that tree/shrub replacement was being done and that homeowners could contact the HOA office with requests.

Mr. Rick Hanson addressed an email he had received regarding posting of the Board of Director's meeting agenda on the website prior to meetings. Ms. Hamblin was instructed to do so for future meetings.

When the subject of the soda machine removal from the pool areas by Kalil was brought up, Ms. Hamblin responded by stating that since the machines generated no monies, Kalil elected to remove them. Recycle bins were to be purchased for the soda containers.

MOTION: Not to purchase recycle bins for the pools since the soda machines were removed. Motion was seconded and passed unanimously.

Mr. Lee Rayburn brought up review of the Association's contracts with vendors and suggested choosing a specific month each year for this.

MOTION: To establish February's Board of Director's meeting each year as the time to review contracts. Motion was seconded and passed unanimously.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

MOTION: To approve the minutes of the December 16, 2008 Board of Directors Meeting. Motion was seconded and passed unanimously.

V. TREASURER'S REPORT

Operating expenses, CD's, Money Market accounts and Reserves are all in good order according to the Board's Treasurer, Mark Levine. The community's financials will be posted on the Civano Website. Reserve monies will be used for landscaping needs, trees, and pool expenditures so Mr. Levine suggested budgeting for replacement of the funds to be used. An audit of the books for 2006 and 2007 was received from Mr. Reginald Brooks, CPA. Mr. Brooks suggested more money be put into reserves and stated that the Board of Director's meeting minutes and the finances of the community were in good standing.

Mr. Peterson questioned why 2005 was not included in the audit. Ms. Hamblin stated that 2005 was not in the letter of engagement for the audit. Discussion ensued with the Board concluding that since 2006 and 2007 were good, spending another \$2500.00 for 2005's audit was not needed.

Ms. Hamblin was requested to do a paragraph summary for the newsletter; also mentioning that the audit was available on the website or for review in the HOA office.

VI. BOARD BUSINESS

A. CAI Conference Summary

Mr. Rick Hanson attended a workshop that suggested a calendar of events for scheduled maintenance of equipment, street repair, etc.

Mr. Mark Levine attended a tree workshop that he thought was not very informative but more of an advertising scheme for the Groundskeeper company.

Legal issues, reserves, special assessments and good board member traits were among some of the topics discussed at the Conference.

B. Pool Repair Bid

Discussion ensued.

MOTION: To adopt this contract in its entirety. Motion was seconded and passed unanimously.

C. HOA Office Hours, Monday through Friday, 9:00a.m to 5:00 p.m.

The Board of Directors approved of these hours.

D. Bank Account and Debit Card for Manager

The Board of Directors approved of this so that Ms. Hamblin would no longer need to spend per own money and wait for reimbursement for the purchase of HOA supplies.

VII. REPORTS

A. Committee Reports

1. CC&R Committee-Article submitted for approval

MOTION: To accept the proposed newsletter article as written. Motion was seconded and passed unanimously.

2. DRC –Mini Town Hall Meeting, February 12, 2009 at 7:00 p.m. Policy to be discussed at Mini Meeting

MOTION: To continue to hold in abeyance the fining of Lot 285's TV issue until policy is decided. Motion Was seconded and passed unanimously.

Mr. Hanson and Mr. Peterson stated that they thought the Multi Committee Meeting (CC&R, DRC and Board of Directors) was very positive in resolving issues.

3. Events Committee-Valentine Party

Suzanne Trevino, Chairperson of the Committee, report stated that the Valentine's Day Party would be catered by Viro's at a cost of \$15.00 per person with a 34 person capacity. Homeowners wishing to attend should go to the HOA office to make a reservation and payment. The only other cost would be about \$12.00 for pink table covering.

After the Holiday events the committee suggested it might be more cost conscious to purchase our own tables and chair versus renting them at \$260.00. (11 tables and 100 chairs). Mr. Hanson suggested an inventory be done of the amount of tables and chairs we already have and also consider waiting for our move to the Rotunda.

4. Garden Committee-no report.
5. Responsible Pet Ownership Committee- no report
6. Nominating and Elections Committee-no report

B. Landscaping Report-

Mr. Les Shipley reports that an inventory of mesquite trees is taking place. The trees are being investigated for having roots under the sidewalk causing damage, limbs growing over walls and encroaching homeowner property. The possibility of removing the tree at 10502 E. Eleanor Maldonado Place the grinding down the stump as it may be cracking the wall.

MOTION: To recognize receipt of a report from Civano Nursery and agreement that trees that are causing problems to sidewalks be treated as long as the tree doesn't need removal and that all homeowners be notified of this in the newsletter. Motion was seconded and passed unanimously.

Ms. Hamblin has been instructed to send a letter to 10502 E. Eleanor Maldonado Place regarding this situation.

Mr. Hanson mentioned possibly have an open meeting for homeowners to give their opinions.

The issue of trashcans remaining in view on non-collection days was discussed. Since all lots do not afford a place to store trashcans out of all view it was suggested by Mr. Rayburn that in such an instance every best effort should be made to keep the trash cans out of view of neighbor's homes, but always be out of sight from major streets. Scott Lantz asked the Board of Directors to do a resolution to change the CC&R's to state this.

MOTION: To suggest for consideration to the CC&R committee that trash cans not be visible from public streets or pedestrian byways and that every best effort be made not to be visible from neighboring properties. Motion was seconded and passed unanimously.

Backflow covers were discussed. Mr. Mark Levine offered to do research to find out if purchasing them in quantity would be more cost effective.

C. Neighborhood Association-

The pavilions being put on hold due to the economy was discussed. The modifications to the bulletin boards will take longer.

D. Manager's Report-

The Activity Center has not been being cleaned after events as required. This cleaning is necessary as the space is rented out and should be ready at any time. Mr. Hanson will speak to the Coffee Morning Group about this matter.

Events Committee needs to be more orderly in returning items to the Activity Center closet after their use.

The rodent in the Activity Center needs to be caught by professionals and released away from the Civano community. Attempts by homeowners to remove the rodent in the past have been unsuccessful.

The "Meet the Candidates" meeting for the upcoming elections should be held in 2 weeks.

The water accumulated on the cover of the south pool needs to be pumped off so the cover can work.

The solar leaks at the pools are being caused by childrens' toys being thrown on top of the panels. Homeowners need to be made aware of this so they can help stop this from occurring.

Lapses in backflow testing will cost homeowner's a fine of \$87.00 to be imposed immediately by the City of Tucson should they neglect their backflow notifications.

The 2007 income tax returns are complete and will be signed by Mr. Les Shipley this week.

VIII. SET NEXT BOARD MEETING-February 24, 2009 at 7:00pm.

IX. ADJOURNMENT

MOTION: To adjourn meeting at 9:35pm. Motion was seconded and passed unanimously.