

# **SAN IGNACIO VILLAS INC HOA**

Board of Directors

Minutes of Executive Session

Thursday, October 19, 2023

Minutes of the Board of Directors meeting of the SAN IGNACIO VILLAS INC HOA, Green Valley, AZ, held at the SIV HOA, in Green Valley, AZ, at 10:00 am on October 19, 2023

## **I. CALL TO ORDER**

Board member Karl Gustafson called the meeting to order at 10:00 am

## **II. ROLL CALL OF OFFICERS**

Officer roll call took place at 10:00 am

Board members present are as follows:

Karl Gustafson, President

Ken Rogers, VP and Treasurer

Kim LaBarre, Secretary

Judy Kuhnert-Gomez, Member at Large, Landscape Chair

## **III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

Motion by Karl to approve the minutes of the Executive sessions held last at #39, on 3/14/23 and via zoom on 6/26/23. Motion seconded by Ken. Motion passed at 10:01 am

## **IV. OPEN FORUM**

- Projections on open board seat. Luis Rodriguez has express interest in the operations of the Board. May be a good candidate. Candidates need to be solicited. Candidate letter of intent needs to be in the SIV HOA email by January 15, 2024. Announcement seeking candidates will be made at November open meeting.
- Landscaping and tree work (updates and projections) All extra tree removal and landscaping projects will be put on hold until we have funds. Judy will get a bid from monstrosity for the removal of the remaining eucalyptus trees and remainder of wash clean up.
- Drainage, how did the work of Monstrosity hold up through monsoon season? Drainage work held up great. Still need to complete area between #12 & 13 and 33 & 32. We will need to hold off on this until the budget allows. Suggestion to owners to help with drainage, e.g. scupper extensions. If anyone is getting a price for extensions, we should get the companies name and price to share with ownership.
- Resurfacing of the road/parking lot ended up costing additional funds. The maintenance reserve is down to \$1,000. Any improvements needing funds from the maintenance reserve will need to be put on hold until 2025 when the reserve can begin to be built back up.
- Dumpster bins (use and frequency of pickup. locks?) Ken will make arrangements to have 2 x's per week pick up again for garbage. Locks will be reinstalled on both bins. Karl has locks. Combination codes need to be stenciled on the backs of the dumpsters.
- Pool or hot tub covers, solar heating. BOD will move forward with purchasing some removable solar covers for the pool and Spa. This will be a test to see if the covers help with heat retention and if users of the pool and Spa replace the covers after use. Announcement to be made at November meeting regarding the placement and removal of the covers.

- How to reinvigorate the Social Committee. Peggy and Barb are in charge of the social committee. Judy and Kim will talk to them about some ideas to promote community events.
- HOA work days (are they worth it? Seems like very few are helping) We will continue to have community work days. A suggestion was made to charge each owner that does not participate in the work days. The money would go to maintenance reserve and/or payment for food and beverages for the people who showed up to work. Further discussion is needed at the November meeting with ownership.
- HOA Rummage Sale(s) Barb and Ruth are in charge of the rummage sale. They will set the date for the next sale.
- Architectural Review requirement prior to Sale. SIV HOA has not implemented the Architectural Review for previous home sales. Review and approval/required correction will commence with the next upcoming sale.
- Meeting Dates and times for November General Meeting and Spring Annual Meeting. The November open meeting will be held November 16<sup>th</sup> 4:00 to 6:00 pm at Canoa Ranch Amado room.  
The annual meeting will be held on March 14, 2024. Location and time TBD
- Landscapers mentioned there is a considerable amount of dog feces behind #33. A friendly reminder will be delivered stating the removal of animal feces on a daily basis is a requirement. Landscapers cannot work on the property until the feces is removed.
- Once unit has an excessive amount of cigarette butts in the yard. A friendly reminder will be sent out.
- Front lights are out on #20,23,24,36,38 and 43. Karl will order light bulbs and the BOD will replace the lights. The BOD agreed that it is easier for the HOA to order the light bulbs, keep them in storage and we will personally replace the bulbs.
- Ken will pay the bill to Pima county for the pool and Spa license. Property taxes will be paid by the end of the year.

## V. FINANCIAL REPORT

Ken Rogers gave the treasurer's report .

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|------------------------------|------------------------------------|
| A. Operating Fund:           | \$ 9,682.42                        |
| B. Reserve Fund:             | \$ 1,002.45                        |
| C. Total Assets as of        | \$ 10,684.87                       |
| D. Total Delinquencies as of | \$ 1,470.00 (includes receivables) |
- 1 unit remain delinquent in 2<sup>nd</sup> 1/2 HOA payment. Notification will be emailed again along with physical delivery of the late notice and fine assessment. 1 unit has a late assessment outstanding on their HOA dues payment.
  - 2024 Budget. Proposed budget was reviewed and will be slightly revised prior to the November open meeting. First draft of proposed 2024 budget is attached to these minutes.
  - 2024 Association Dues. 2024 dues will not increase. \$340 from each unit will continue to be applied to the maintenance reserve. Total transferred to maintenance reserve from dues paid after all 2024 dues are paid will be \$14,960. To continue to build the maintenance reserve, future capital improvements will be put on hold until 2025. Exceptions would be made for any required repair or replacement of equipment that breaks down, major storm clean up, etc.
  - Assessment of late fees (compounding if still missing after another billing period). Discussion to be continued.
  - Suggestion was made to go to optional monthly HOA dues payments via zelle or ACH vs 2 times per year. Because we don't employ a bookkeeper, the extra work required for monthly tracking of payments would be too cumbersome for the treasurer. Monthly billing idea is tabled at this time.
  - An owner of one unit has requested that the HOA pay for the repairs to their unit for the damage cause by the large eucalyptus tree going down during the storm in 2021. The owner also complained about there not being irrigation in the back yard. The BOD will follow up with the owner on both items. Storm

damage will not be covered (per the letter to the owner in 2022) by the HOA. Any unit damage would be covered under the individual homeowner policy. The HOA is not responsible for an act of God. Rear yard irrigation installation should have been requested by the owner when Ron and his crew were installing the irrigation systems. This owner did not request to have irrigation installed in the rear yard nor did they pay for it. Any plantings that died due to lack of watering is the responsibility of the homeowner.

Motion to adjourn made by Karl at 11:17 am, Ken 2<sup>nd</sup> the motion

The Board adjourned the executive session at 11:17 am. .

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Kim LaBarre, Secretary

October 19, 2023