

# SAN IGNACIO VILLAS INC, HOA

## Annual Meeting Minutes

March 14, 2024

Canoa Ranch GVR, Amado Room, 4:00 pm

Annual Meeting Minutes of the SAN IGNACIO VILLAS INC, HOA, Green Valley, AZ

- I. **CALL TO ORDER** Ken Rogers, VP Treasurer called the meeting to order at 4:07 pm
- II. **MEMBERSHIP VOTES FOR OPEN BOD POSITION** Louise Rogers and Ruth Strad tallied the votes for the open Board of Directors position. Vote tally: Mary Armbruster, 14 votes, Carlene Amado, 12 votes. Mary Armbruster was announced at the winner of the election.
- III. **ROLL CALL OF OFFICERS**  
Board members present are as follows: Ken Rogers, VP/Treasurer, Kim LaBarre, Secretary.  
Officers present are as follows: Judy Kuhnert-Gomez, Barb Patterson, Mary Armbruster.
- IV. **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING** Motion made by Ken Rogers to approve the minutes of the open member meeting held on November 16, 2023. Kim LaBarre seconded the motion. Motion passed at 4:17 pm.

### V. **FINANCIAL REPORT , 2024 Budget Attachment A**

Ken Rogers gave the treasurer's report at 4:17 pm

A. Operating Fund:	\$ 27,143.92
B. Reserve Fund:	\$ 8,843.98
C. Total Assets as of 3/12/24	\$35987.90

### VI. **REPORTS** Ken Rogers presented

Ken Rogers acknowledged and thanked everyone who has devoted time To the operation, repair, maintenance of San Ignacio Villas HOA. The HOA Could not function without membership participation.

- A. 2023 Year in review: Financial Report, Attachment A
  1. Parking lot resurfaced, patched and striped
  2. Solar covers added to pool and spa, December, January, February. Utility savings for those 3 months came to approximately \$1200. Future forward, the pool temperature will be turned down during the same months to save on utility costs. The hot tub/spa will remain between 102 and 103 degrees.

B. 2024 first 2 months review:

1. New spa heater purchased, \$4,200
2. Pool and Spa Temperature turn back up.
3. Waste Management pick up schedule has been revised to reflect best pick up days for the winter/spring season.
4. Garbage and recycling locks will be keyed to the same key as the pool lock. Membership will be notified once this has taken place and locks are back on the garbage and recycling.

**Kim LaBarre presented**

A. 2024 plans and beyond:

1. Pool furniture replacement. The current pool furniture needs to be Replaced. **SIV HOA is currently Accepting donations for the Replacement of the pool furniture. The cost is approximately \$2,000 to replace the current furniture.**  
We do not want to purchase furniture  
With operational funds or capital reserve funds. Please zelle your Donation to SIV HOA or drop off a check to Ken Rogers or place in The drop box at the pool.  
Don't forget to note in the memo section that this is a Pool furniture donation.
2. Long-term plan for HOA has been updated. The long-term plan is fluid and will change as unexpected expenses arise. SIV HOA continues to budget the capital reserves for expenses outside of annual operations expenses.
3. \$2,000 Capital Improvement fee has been implemented for all future resales. Buyer or seller will be obligated to pay this fee at closing.
4. CC&R's/Bylaw update progress. The committee has completed the review of our current CC&R's. Updates pertain to language only in order to reflect the current status of SIC HOA. The next step will be the CC&R's will be taken to Green Valley Council for review then they will be sent to our attorney for final review. Once we have the revised Attorney review copy back, the CC&R's will be presented to membership for final vote approval and adoption.
5. The Architectural Review committee has been enacted for resales. All resales are subject to an architectural review prior to the property closing. The architectural review is for exteriors only. All Exteriors for resales and existing properties need to be in compliance with the CC&R's.

6. **Personal property must be on owner owned property only.**
7. Tenant forms should be **completed on-line and submitted via email.** This is the preferred method of submission. Option A, print off the Information form from our website, complete it, then scan and email it to:  
[hoasanignatiovillas@gmail.com](mailto:hoasanignatiovillas@gmail.com) **OR**, under forms on our website, select “fillable version” complete the form online, save it to your computer, then email it to the above email address as an attachment
8. Community work day will be scheduled. Date TBD. Email notification will be sent to membership.

## **VII. COMMITTEE REPORTS**

- A. Maintenance/Landscape Committee: Judy Kuhnert-Gomez  
Several members have been hard at work scraping, painting and cleaning up our monuments. (Barb Patterson, Brent Strad, Mary Armbruster) They look GREAT, Thank you so much for your contribution. Supplies for the monument restorations have been paid for with petty cash. Ron and his crew have been working hard on the community landscaping. They installed a small retaining wall in front of the Camino del Sol monument, added plants and stones. This wall will help to keep the current landscape material in place.  
Ron has been able to acquire numerous plants for us at a deep discount or free. As time and availability permit, they are transplanting these to the common area. Reminder: Ron and his Twin Peaks Crew are budgeted for 4 hours of HOA landscape work per WEEK. You may see them working in our HOA more frequently. This is due to several reasons. 1) Individual owners have hired Ron to perform landscape work on their personal property. 2) This is a busy time of year for landscape work. (We Know, lots of weeds) Landscape hours are appropriated differently through out the year. During the slower months, the crew doesn't work as many hours, we are heavier in hours now because of the spring growth (and weed growth). They are working their way around the HOA spraying for weeds. Membership participation in weed spraying is appreciated. We have a weed sprayer in the storage room that you can check out and use. There is also a vinegar and salt spray recipe to use in the sprayer.
- B. Patio Sale Committee: Barb Patterson. We had a really good patio sale this past January. \$450 was made and it went into petty cash (this helped to pay for the monument restoration).
- C. GVC Representation. Mary Armbruster. Provided a recap of the GVC announcements.

## **VIII. OLD BUSINESS AND ANNOUNCEMENTS/REMINDERS**

- A. Watch for Rattle Snakes! If you see one, call GV fire department, 520-629-9200
- B. GV fire department will replace smoke detectors and batteries

- C. **Keep irrigation turned on**, report any leaks to Judy Kuhnert-Gomez. If your irrigation system is found turned off, the landscaper will turn it back on. This is to protect your plants as well as those on HOA property. If you turn it off and desire to keep it off, please inform the HOA. If your irrigation system is watering HOA common area plants, it will need to stay on.
- D. Submit Architectural Modification Request form for any work you plan to do on the exterior of your property
- E. Submit Repair/Maintenance request form for any work that needs to be done on HOA property near your villa
- F. **If you rent any part of your property, you must provide your tenants with a copy of the HOA rules and regulations and a pool key. Tenant forms must be submitted within 48 hours of tenancy or a fine will be imposed**

#### **IX. Q and A from membership**

A suggestion was made to have a membership directory. To have your information included in the membership directory, written permission would need to be received. Watch for a future email regarding a membership directory.

Motion to adjourn was made by Kim LaBarre, Motion seconded by Ken Rogers, Meeting adjourned at 5:37 pm.

Minutes Respectfully submitted by

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Kim LaBarre, Secretary  
March 13, 2024