

## **SAN IGNACIO VILLAS INC HOA**

### **Board of Directors Meeting Minutes**

March 4, 2025

Board of Directors meeting of the SAN IGNACIO VILLAS INC HOA, Green Valley, AZ, following the HOA Annual Meeting on March 4, 2025, Amado Room, Canoa Hills Recreation Center.

#### 1. CALL TO ORDER 2:51 pm MST

- a. Outgoing Board president Rogers

#### 1. ROLL CALL OF OFFICERS

- a. Officer roll call Barb Patterson, Luis Rodriguez, Carlene Amaro, Ken Rogers outgoing president, Kim LaBarre, director

- b. Board members present: see above Approval of Minutes

- a. Feb. 4, 2025 Board Meeting

- b. Jan. 29, 2025 Board Meeting

- c. Both approved at annual meeting

#### 1. Welcome new Board members

- a. Discussion and approval of board officers for 2025

- b. discussion of which position each member should perform Possibility of having a non-voting director sitting on board as a help and to have history of previous decisions and job explanation

- c.

i. President Luis: Rodriguez

ii. Vice President/Treasurer: Barb Patterson

iii. Secretary: Carlene Amaro

iv. Statutory Agent BARB will be the Statutory Agent Both Barb and Luis must complete background check and be approved

v. Signatures for banking (who will sign checks) All three Executive directors should be able to sign checks AZ corp stuff must be done and approved then check signing procedure at the bank

#### 2. LONG TERM RESERVE BUDGET – needs updating

- 1. DISCUSSION OF ROLE OF DIRECTORS – refer to Article IV of Bylaws, who are the directors, contact information, responsibilities, updating of Bylaws

- 2. Current directors: Ruth Titus, Judy Kuhnert-Gomez, Mary Armbruster, Kim LA Barre

- 1. RULES AND REGULATIONS – need updating, who will work on this, Board or Director representative, targeted date of draft for 1 section of bylaws needs tweaking, rules and regulations need updating and must be voted on and approved on the board. Can approve as is if we think they're OK. (ex: abandoned car rules)

- 1. Re-establishment and updating of Committees – who is on what committee (Director + members), contact information Board members will contact members to determine if all are still in place

- a. Nominating Committee

- b. Maintenance\Landscape Committee

- c. Financial Review Committee (typically chaired by treasurer)
- d. Architectural Committee (needs an elected board member)
- 1. ARCHITECTURAL MODIFICATION REQUESTS (AMR's)
  - a. Back Yard Fence this has been denied
- 1. MISCELLANEOUS BUSINESS AND ACTION ITEMS
  - a. Discussion and approval of bid for entrance improvements
  - b. Contracting engineering analysis of HOA Roadbed
  - c. Discussion of what application to use for BOD meetings (eg: Google, What's App, etc)
  - d. Website update – who will oversee this, new photos, current documents Christine will be approached to do website; Ken is willing to train
  - e. Google Drive – clean up, current documents, owner information, names, etc.
  - f. SIV HOA g-mail access – change password
  - g. Update form templates – Googles drive?
  - h. ***Arizona Corporate Commission Filing All BOD members know what to do and will complete***
  - i. Development of AMR requests spreadsheet
  - j. Development of Board calendar
  - k. Additional discussion items Announcements regularly added to website?

- 1. SCHEDULE FOLLOW UP EXECUTIVE BOARD MEETING: Planned for 04/01/2025  
10 am MST with out of town member included via Facetime
- 1. ADJOURNMENT Carlene made motion to adjourn. Meeting adjourned 4:43 pm

Respectfully submitted by Carlene Amaro, SIV HOA Secretary