

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: November 7, 2016 at 6:30 p.m.

A. Location: Catalina Foothills High School, House #1, Seminar Room

1. CALL TO ORDER/ROLL CALL

B. The meeting was called to order at 6:33 p.m.

C. Roll call

Board Member	Present	Absent	Proxy
Aletha Kalish	X		
Brian Bickel			X
Donna Sanders	X		
Laura Sheets			X
Tim Strong	X		
Pat Tapke	X		
Open			
Open			
Open			

D. A quorum was present.

E. The next board meeting will be held on Monday, December 5, 2016 at Catalina Foothills High School, House #1, Seminar Room.

F. Aletha Kalish announced that Bob Rosaldo, whose name was written in on the Annual Membership Meeting absentee ballot, has accepted the nomination and is willing to serve on the board.

2. APPROVAL OF PRIOR MEETING MINUTES

A. Motion to accept the Minutes of the September 12, 2016 Board Meeting was made, seconded and passed.

3. PRESIDENT'S COMMENTS

Aletha Kalish welcomed members attending the meeting. Aletha expressed regret that she was unable to attend the annual meeting and thank the board members in attendance, especially Bob Newcomb for acting as facilitator of the meeting. Aletha expressed a desire for the Board to continue to move forward and make progress on the important issues facing our community and to focus on the big issues.

4. TREASURER'S REPORT

Brian was unable to attend the Board meeting, however he provided a BALANCE SHEET as of 10/31/2016 at the Annual Membership meeting on Sunday, November 6, 2016 which will be included as a part of these minutes.

A. Motion to accept Treasurer's report was table until December, 2016 meeting.

5. COMMITTEE REPORTS

A. Architectural Control Committee with CC&R Enforcement:

Report attached.

1. White roofs – no action is requested by the board on this item.
2. Architectural Guidelines draft – Bob reported that the draft Architectural Guidelines are posted on The Foothills Clusters website and that an article was included in the newsletter directing people to the website and soliciting comments. Two members gave extensive comments which included a request to forego an ACC change request when painting the same color and to add some guidelines regarding outdoor lighting. The new Architectural Control Committee will be asked to address these suggestions. Motion was made to accept the final Architectural Control Policy and Guidelines, seconded and passed.
3. Non-compliant fence at 3732 E. Guthrie Mountain – no action is requested by the board on this item.
4. Bob sent a letter of non-compliance to the resident renter at the property located at 3845 E. Mount Kimball regarding their stand-alone car cover.
5. Retroactive review of 3450 E. Marshall Gulch – no action is requested of the board on this item.
6. Addition to garage at 3800 E. Gibbon Mountain – no action is requested of the board on this item.
7. Re-roofing 3577 E. Nugget Canyon – no action is requested of the board on this item.
8. Upcoming room addition at 3849 E. Diablo Canyon – no action is requested of the board on this item.
9. Homeowner at 3478 E. Nugget Canyon requested a copy of a previous survey done by the HOA on this property – no action is requested of the board on this item.
10. Enforcement Policy updates suggested by attorney – a motion to approve the updated version of the Enforcement Policy was made, seconded and passed.
11. A question from the floor as to whether anything can be done about the untidy condition of property located at 3501 E. Guthrie Mountain. Discussion indicated that the house is unoccupied and although there is a sign in the yard indicating that the property is 'For Sale by Owner' attempts by Aletha Kalish and other local realtors to contact the owner and show the property have been unsuccessful. The HOA dues and the taxes on this property are in arrears and there is a consensus that although this property appears to be in violation of Section 6 of Article VII of the CC&Rs, sending a violation letter will probably not accomplish what the HOA's intent which is to get the property cleaned up as it is quite visible when entering the subdivision from Skyline. Alternative approaches such as hiring a yard company to clean up the property and sending the homeowner the bill and asking for volunteers to clean up the property were discussed. Bob Newcomb agreed to contact the HOA attorney and see if the HOA has any authority other than sending a letter to get the owner to clean up the property.

B. Landscape & Roads Committee:

1. The Road's Committee submitted an extensive video report at the Annual Membership Meeting on November 6, 2016 and did not submit a written report at this meeting.
2. At the October, 2016 meeting the Board felt it was important at this time to get bids for the road work in order to get a firm idea of the cost to determine the feasibility of alternative financing approached. The Roads Committee was asked to contact an engineering firm to obtain bid specs. Irene reported that she contacted CPE Engineering to write an 'all-inclusive bid' for the entire road project from start to finish. CPE has advised the Roads Committee that they will not be able to work on this job until January, 2017 which means we "may not" have an estimate of the cost of writing the 'all-inclusive bid' until February, 2017. The bidding process timeline for writing the bids advertising bids, reviewing bids, will be determined in January, 2017.

C. Business Process Committee: No Report

D. Communications Committee (No Report)

E. Welcoming Committee: (No Report)

1. Pat reported that the Fall Social was a great success and thanked Aletha and all of the volunteers who worked hard to put this event together. Aletha report that the amount spent for food was about \$107 and \$72 was collected from participants. Aletha kept the leftover food in lieu of reimbursement for her out of pocket expenses.

F. Finance Committee (No Report)

6. OLD BUSINESS

- A. Questionnaire – Tim Strong and Doug Everett are working on revision of governing documents and hope to have something to present to the Board in March, 2017.
- B. Review committee job descriptions and goal – Tabled until the December meeting.
- C. Status of Administrative Assistant – There was a discussion about hiring a professional management company to take on some of the administrative responsibilities for our community because of the poor response for volunteer to serve on the board or on committees. It was noted that the Article VII, Section 1d of the By-Laws states, "The Board is not empowered to hire a management firm to manage the affairs of the FCHA without the approval of the majority of Members constituting a quorum at a Meeting of Members held for the purpose of considering such an action." It was suggested that this action and actions related to borrowing funds for road repairs be done together. Discussion about changing the By-Laws to reduce the number of votes needed to get things done to a more reasonable number. Bob Newcomb is reviewing the current governing documents and will

prepare a chart showing the percent (%) and number of votes required to amend documents, borrow money, change annual assessment, etc.

- D. Status of annual meeting with attorney. Tabled until January, 2017 meeting.

7. NEW BUSINESS –

- A. Aletha reported that Bob Rosaldo, who received two (2) write in votes on the absentee ballot at the annual meeting has agrees to serve on the Board for a three-year term.
- B. Pat is to send the list of write in candidates from the annual meeting to Aletha for follow up.
- C. Frank Karnauskas indicated that after checking with the write in candidates, if there is a position available on the Board, he is willing to serve, however he is only in Tucson from November through May each year so he would not be able to be physically present for five (5) meetings per year. Frank said he will continue to serve on the Communications Committee.
- D. Elections of Officers – Pursuant to Article VII, Section 2 of the By-Laws, the Board elected the following officers: Aletha Kalish, President; Tim Strong, Vice President; Pat Tapke, Secretary; and Brian Bickel, Treasurer. Motion was made, seconded and passed confirming the foregoing.
- E. Dale Prescott volunteered to serve on the Architectural Control Committee, however at this time we do not have a Board member willing to serve as chairperson of that committee and the matter is tabled until the December meeting.
- F. The matter of selecting a Board member to act as liaison with the attorney is tabled until the December meeting.

8. MASTER ASSOCIATION

- A. The Master Association will hold their annual members meeting on Wednesday, December 7, 2016 at 4:30 p.m. at Manzanita Elementary School. Room location to be announced.

- 9. The meeting was adjourned at 7:40 PM. The Architectural Control Policies and Guidelines and the updated Enforcement Policy were signed and dated and Bob Newcomb volunteered to get them posted on the website.

10. ATTACHMENTS: (TBD)