

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: Monday, March 5, 2018 at 6:30 p.m.

Location: Catalina Foothills High School, House #1, Seminar Room, Tucson, AZ

1. CALL TO ORDER/ROLL CALL

- A. Call to Order – the meeting was called to order at 6:30 p.m.
- B. Housekeeping – sign in roster, cell phones.
- C. Roll call

Board Member	Term Expiration	Present	Absent	Proxy
Brian Bickel	2018	X		
Donna Sanders	2018	X		
Douglas Hughes	2018	X		
Irene Barg	2019	X		
Frank Karnauskas	2019	X		
Bob Rosaldo	2019		X	
Aletha Kalish	2020	X		
Pat Tapke	2020	X		
Scott Simpson	2020		X	

- D. A Quorum was present
- E. Next board meeting Monday, April 9, 2018, 6:30 pm. at the Catalina Foothills High School, House #1, Seminar Room, Tucson, AZ. The meeting had to be moved from the first Monday, April 2, 2018 to the second Monday, April 9, 2018 because the School District will be closed for Spring Break on April 2, 2018. Frank Karnauskas will post the change on The Foothills Clusters website, Next Door and will send an announcement to members who have signed up for email news bulletins.

2. APPROVAL OF PRIOR MEETING MINUTES

- A. Motion to accept the Minutes of the February 5, 2018 Board Meeting was made, seconded and passed.

3. PRESIDENT’S COMMENTS – The President welcomed visitors.

4. COMMITTEE REPORTS

- A. Architectural Control and CC& R Committee (Report Attached)
 - a. Architectural Control Committee
 - b. CC&R Committee

- B. Landscape & Roads Committee (Report Attached)

- a. Roads
 - a. The committee has asked Bob Reuss to look at pot holes on the cul de sac streets and report back to the committee.
- b. Landscape
 - a. The committee received a report of dead saguaro cactus at two locations (one on Guthrie Mountain and one on Marble Peak) and will follow up.

- C. Business Process Committee
 - a. Frank has asked Carpenter Hazlewood to provide a legal opinion letter regarding the necessity for signatures to be notarized on consent forms to change the CC&Rs.
 - b. The committee will amend the consent form requiring only one signature and no notarization and will mail, with a return envelope, to members who have not previously signed consent forms.
 - c. At the April meeting the committee will report the number of signatures received and determine if additional strategies to obtain signatures are required.

D. Communications Committee

- a. Website
 - 1. Discussion regarding possible email delivery issues. Frank will follow up.

a. Finance Committee

- i. The Treasurer' Report including the Balance Sheet as of February 28, 2018, the Transaction List for February, 2018 and the A/R Aging Report as of February 28, 2018 are attached.
- ii. There are two property owners who are delinquent on their assessments and qualify to be turned over to the attorney for collection, however, Brian indicated there are extenuating circumstances and would prefer to work with the homeowners regarding collection.
- iii. Brian presented a Reserve Study Proposal from Association Reserves. Motion to enter into a contract with Association Reserves for a Full Reserves Study pursuant to the proposal for \$1,980.00 was made, seconded and passed. A copy of the proposal is attached.

b. Welcoming Committee

- i. The committee distributed two welcome packets in the month of February and is preparing welcome packets for four additional new homeowners.

2. OLD BUSINESS

- i. Enforcement Policy – The new Enforcement Policy was mailed in February, 2018. Besides mailing to all homeowners (required by law) the updated Enforcement Policy was added to the FCHOA website.
- ii. Dog Waste Removal
 - 1. Irene investigated options with Pima County and posted the information on Next Door. She received 19 comments and her email with homeowner comments is attached. There was no support among the board to move forward with the installation of 'Dog Waste Bag Stations'. Frank with work on communication alternatives.

3. NEW BUSINESS

- i. Garage Sale – Frank poll members on Next Door to determine if the garage sale will be held on April 14th or April 21st. As soon as a date is set, Frank will post an ad on Craig's List and include the URL for the association website.

4. MASTER ASSOCIATION
 - i. The annual meeting of members of the Master Association was held on February 13, 2018. Pat Tapke attended the meeting and copies of the Agenda for the 2018 Annual Meeting, the Annual Meeting Minutes for the December 7, 2016 meeting, the Statement of Revenues and Expenses and Change in Fund Balance for the years ended December 31, 2016 and December 31, 2017, and the Encroachment Guidelines adopted on April 4, 2017 are attached.
 - ii. The next board meeting is set for Tuesday, April 10, 2018 at 4:30 pm at Manzanita Elementary School.
 - iii. The Master Association board is waiting for a proposal from NW Landscaping regarding removal of buffle grass.

5. ADJOURN – Meeting adjourned at 7:35 p.m.