

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: Monday, January 7, 2019 at 6:30 p.m.

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

1. CALL TO ORDER/ROLL CALL

1. Call to Order – the meeting was called to order at 6:31 p.m.
2. Housekeeping – sign in roster, cell phones.
3. Roll call

Board Member	Term Expiration	Present	Absent	Proxy
Brian Bickel	2021	X		
Austin Wesnitzer	2021	X		
Douglas Hughes	2021	X		
Aletha Kalish	2020	X		
Pat Tapke	2020	X		
Vacant	2020			
Frank Karnauskas	2019	X		
Vacant	2019			
Vacant	2019			

4. A Quorum was present
5. Next board meeting Monday, February 4, 2019, 6:30 pm. at Catalina Foothills High School, House #1, Seminar Room, Tucson, AZ.

6. APPROVAL OF PRIOR MEETING MINUTES – Motion to accept the Minutes of the December 3, 2018 Board Meetings was made, seconded and passed.

2. PRESIDENT’S COMMENTS – Frank Karnauskas thanked the board members for their perseverance and for a productive year.

3. COMMITTEE REPORTS

1. Architectural Control and CC& R Committee
 - a. Architectural Control Committee – The committee processed no ACC applications in December.
 - b. CC&R Committee – The only CC&R violation pending is related to a parking issue. Frank will review a draft Vehicle Parking Policy and Resolution under Old Business.
2. Landscape & Roads Committee
 - a. Roads – Austin plans to get the committee back together for a meeting this month.
 - b. Landscape -- Irene emailed Frank that she is working with Basham Landscaping to schedule the January clean up of the entrances and island.

3. Business Process Committee
 - a. Brian indicated that the number of signed consent forms to change the CC&Rs remains the same.
4. Communications Committee
 - a. Frank reported that he is maintaining the website.
 - b. Frank will hold listening sessions at his home in February.
5. Finance Committee (Report Attached)
 - i. The Treasurer' Report including the Balance Sheet as of December 31, 2018, the Transaction List by Date for December 2018 and the A/R Aging Report as of December 31, 2018 were reviewed.
 - ii. Brian reported that he and Frank will meet with a representative from Alliance Bank on Tuesday, January 8, 2019.
 - iii. Brian presented and reviewed a Draft Budget for 2019. Board members were asked to review and send any comments or questions to Brian before the next meeting.
 - iv. Brian presented an engagement letter from Holm & Valenzuela, CPA for preparation of 2018 Compilation Financial Statements to Frank for signature. Frank signed and returned to Brian.
6. Welcoming Committee –
 - a. The Committee delivered a welcome packet to the new homeowners at 3809 E Gibbon Mountain.
4. OLD BUSINESS –
 - a. The draft Vehicle and Parking Policy and related Resolution were reviewed by Frank. Members of the board and members in attendance at the meeting were asked for comments and the draft will be posted on the website for member review. Members with email addresses on record will be mailed notification that the draft parking policy is posted, and notice will be posted on Next Door.
 - b. Frank indicated that he has sent a letter to 8 or 9 members asking for volunteers to join the board and fill the three (3) vacancies.
 - c. Frank emailed board member questions related to amending the governing documents to the attorney for review.
5. NEW BUSINESS –
 - a. There was a brief discussion regarding barking dogs on Ventana Canyon Place. Frank indicated the CC& R committee had not received a formal complaint, however, the committee will follow up if they receive a complaint.
6. MASTER ASSOCIATION – Dan reported that the quarterly meeting of the Master Association board will be held on Tuesday, January 8, 2019 at 4:30 pm and the Annual Meeting of the Master Association will be held on Tuesday, January 29, 2019. Both meetings will be held at Manzanita Elementary School.
7. ADJOURN – Meeting adjourned at 7:20 p.m.