

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: Monday, August 5, 2019 at 6:30 p.m.

Location: Jewish Community Center, 3800 E. River Road, Tucson, AZ

1. CALL TO ORDER/ROLL CALL

2.

1. Call to Order – the meeting was called to order at 6:30 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		
Donn Stoltzfus 2020	X		
Frank Karnauskas 2019			X
Ron Steffens 2019		X	
Vacant 2019			

4. A Quorum was present
5. Next board meeting is Monday, September 9, 2019, 6:30 pm. at Catalina Foothills High School, House #1, Seminar Room, Tucson, AZ.

6. APPROVAL OF PRIOR MEETING MINUTES – It was confirmed that the minutes of the May 6, 2019 meeting were approved at the June meeting. Minutes from the June 3, 2019 meeting are not available currently. Pat will follow up with Brian who took notes. The July 8, 2019 meeting was cancelled because only two board members were available for the meeting.

3. PRESIDENT’S COMMENTS – Aletha Kalish, Vice President, chaired the meeting in Frank Karnauskas’ absence. Aletha facilitated introductions and thanked everyone for coming.

4. COMMITTEE REPORTS

1. Architectural Control and CC& R Committee (No Report)
2. Landscape & Roads Committee
 - a. Roads – No report.
 - b. Landscape – Basham’s Landscaping cleaned up a tree that was down in a cul de sac and sprayed pre-emergent at the entrances to the subdivision. A member attending the meeting indicated that there are several century plants that have fallen over and could become a hazard. One is near Marshall Gulch and one in on Ventana Canyon. Austin will investigate this.
3. Business Process Committee – No Report

4. Communications Committee – No Report
5. Finance Committee
 - i. The Balance Sheet Comparison as of July 31, 2019, A/R Aging Summary as of July 31, 2019 and the Transaction List by Date for July 2019 were reviewed and copies are attached.
 - ii. Approval of the 2019 Budget was tabled until the September meeting.
 - iii. Before the meeting Brian asked the Board to consider changing the current accounting software from Quick Books on-line software to Caliber HOA Management Software, a full accounting and integrated property management software product designed for management companies and self-managed HOA's and recommended by Western Alliance Bank. The Caliber system will cost approximately \$40 per month but has significant upgrades compared to QuickBooks in both the accounting and property management areas and it is possible that we can eliminate the need of a storage facility and eliminate that expense. Motion to change current accounting software from Quick Books on-line software to Caliber HOA Management Software was made seconded and unanimously passed.
6. Welcoming Committee –
 - a. Pat will contact Brian for a list of names of new homeowners from April to the present. A report will be presented at the September meeting.

5. OLD BUSINESS –

- a. There is still an open position on the Board. See Nominating Committee under New Business. We hope to find a candidate for this position to include on the ballot for the annual meeting.
- b. 2019 Plan of Action – Table until September meeting.

6. NEW BUSINESS –

- a. Removal of dog at 3700 block of N. Guthrie Mountain. The board was notified on July 25, 2019 by a resident of Foothills Clusters that he was bitten by an off-leash dog while he was walking his dog in the 3700 block of Guthrie Mountain. The owner of the off-leash dog was identified, and Pima Animal Care Center was notified. The board posted notice of the attack on their website, on NextDoor and notified all residents on our email list of the presence of an aggressive dog on that block and warned residents to exercise caution. Attempts by the parties to find a satisfactory solution to the situation failed and the owner of the dog was notified that the Board of Directors would vote to order the dog removed at the Board of Directors meeting on August 5, 2019. Both parties in this matter were notified and are present. The owner of the dog said that the dog had gotten out due to a malfunctioning gate. He indicated that he has taken steps to be sure the gate does not malfunction in the future and he is doing

everything he can to cooperate with the homeowners association, PACC and the Pima County Sheriff's Department, however he is unable to guarantee that the dog will never get loose again. Board members asked the resident who was bitten questions regarding the attack and the extent of his injuries. He indicated he was bitten multiple times and believes he was losing his battle with the dog until a neighbor came to his assistance. He required extensive emergency treatment for his injuries. Fortunately, PACC has indicated the dog is not rabid. Motion was made and seconded to send the owner of the dog a letter to remove the dog from the premises pursuant to Article VII, Section 7 of the Amendment to Declaration of the Covenants, Conditions and Restrictions of the Clusters Association. The motion was passed.

- b. Nominating Committee – Donn Stolfus and Pat Tapke were appointed to co-chair the Nominating Committee. The terms of Frank Karnauskas and Ron Steffens expire in November 2019 and there is one position that is currently vacant. The committee will ask Frank and Ron if they would be willing to run for another 3-year term and attempt to identify Members to serve on the committee and/or run for any vacant position(s).
- c. Format for phone/conference call attendance for Board members to attend board meetings (per Ron Steffens' 6/3/2019 email) – Table until September meeting.
- d. Follow up with first time attendees per Doug Hughes 6/4/2019 email) – Table until September meeting.

7. MASTER ASSOCIATION –

- a. All four homeowners' associations have provided notice of leash laws to their members. Signs have been posted at the entrances to Foothills I and Foothills Clusters and at the entrance to the common area at the end of the last street in Foothills Townhomes and above the wash on Ventana Canyon. Foothills II will follow.
- b. The next meeting of the Master Association is scheduled for Tuesday, October 8, 2019.

8. ADJOURN – Meeting adjourned at 7:28 p.m.