

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

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

Location: Catalina Foothills High School, House #1, Seminar Room, 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, November 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 from the September 9, 2019 Board Meeting was made, seconded and passed.

3. PRESIDENT’S COMMENTS – Frank Karnauskas thanked everyone for helping to keep things running in his absence.

4. COMMITTEE REPORTS

1. Architectural Control and CC& R Committee (Report attached). A member asked for an update on the barking dogs at the house on Ventana Canyon. Frank will follow up on this.
2. Landscape & Roads Committee
 - a. Roads – Brian will ask Austin to follow up regarding pothole problems on the private roads.
 - b. Landscape – Brian reported that Austin is looking for a new landscape company. No report regarding problem with century plants – one near Marshall Gulch and one on Ventana Canyon – reported by homeowner.
3. Business Process Committee – Brian presented Amended and Restated By-Laws showing three proposed changes which will be mailed to members with the notice of annual meeting and ballot and will be voted on at the annual meeting if there is a quorum of 37 at the annual

meeting. A copy of the proposed changes that will be mailed to members is attached.

4. Communications Committee – Frank reported that the website is up to date. After we change over to Caliber accounting and management system, he will drop Constant Contact.
5. Finance Committee
 - i. The Balance Sheet Comparison as of September 30, 2019, A/R Aging Summary as of July 31, 2019 and the Transaction List by Date for September 2019, and the Accounts Receivable Aging Report through September 30, 2019 were reviewed, and copies are attached. There are currently 12 assessments in arrears, and they are less than one year old.
 - ii. Approval of the 2020 Budget – Brian will present the 2019 and 2020 Budget at the annual meeting.
 - iii. Insurance policy review and discussion – Brian indicated the Association currently has \$1,000,000 liability insurance which he considers enough, but Frank will follow up with the attorney to confirm.
 - iv.
6. Nominating Committee (Report attached) The Nominating Committee presented the following names of persons wishing to run for the Board of Directors: Frank Karnauskas, Ron Steffens, and Linda Jaworski. Motion was made, seconded and passed to present these three candidates for election to the Board at the annual meeting, which is to be held on Sunday, November 3, 2019.
7. Welcoming Committee –
 - a. Brian will forward a change of ownership report for September to Pat so the Welcoming Committee can send out welcome packets.
5. OLD BUSINESS –
 - a. 2020 Plan of Action – Table until November meeting.
6. NEW BUSINESS –
 - a. Annual Board of Directors elections. This was discussed under Nominating Committee. Brian asked that we add item **By-Laws Amendment** to the agenda for the annual meeting
 - b. Format for phone/conference call attendance for Board members to attend board meetings (per Ron Steffens' 6/3/2019 email) – Table until November meeting.
 - c. Follow up with first time attendees per Doug Hughes 6/4/2019 email) – Doug will draft a note to members.
7. MASTER ASSOCIATION –
 - a. No new updates.
 - b. The next meeting of the Master Association is scheduled for Tuesday, October 15, 2019 at Manzanita Elementary School.
8. ADJOURN – Meeting adjourned at 7:49 p.m.