

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: Monday, November 4, 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
Aletha Kalish 2020	X		
Pat Tapke 2020	X		
Donn Stoltzfus 2020	X		
Brian Bickel 2021	X		
Austin Wesnitzer 2021	X		
Doug Hughes 2021	X		
Frank Karnauskas 2022	X		
Ron Steffens 2022	X		
Linda Jaworski 2022	X		

4. A Quorum was present
5. Next board meeting is Monday, December 2, 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 October 7, 2019 Board Meeting was made, seconded and passed.

3. PRESIDENT’S COMMENTS – Frank Karnauskas was pleased with the annual meeting. Due to low turnout there was no quorum at the annual meeting, so the members were unable to vote on proposed amendments to the By Laws.

4. COMMITTEE REPORTS

1. Architectural Control and CC& R Committee (Report attached).
Additionally, a stone wall at 3649 E. Kingler Springs was approved.
2. Landscape & Roads Committee
 - a. Roads
 - I. Austin indicated a desire to minimize repairs to the private roads as it would be more financially advantageous to put the funds toward the road replacement project, however he will survey the streets and identify any areas that he feels may require an interim repair and report back to the Board in December.
 - II. Discussion regarding exposed Comcast cable. Doug agreed to call Comcast to follow up.

- III. A member reported that the lights are out at the east end of the Skyline entrance. Austin will follow up.
 - IV. The Pima County Transportation Department Advisory Committee makes recommendations related to where county funds are spent on transportation improvement, operations and maintenance in Pima County. Their meetings are open to the public and HOA representatives are welcome. Brian attended the October meeting and will attend the November meeting.
- b. Landscape – Austin reported that the Association has no contract with Basham Landscaping and all work requires a sign off. Austin plans to use Basham’s for the January 2020 clean up then he will arrange with three contractors to give proposals for any future work. No report regarding problem with century plants – one near Marshall Gulch and one on Ventana Canyon – reported by homeowner at the October meeting.
- 3. Business Process Committee – See Caliber sample reports attached.
 - 4. Communications Committee – Frank will set up an email account for Linda Jaworski and update the website.
 - 5. Finance Committee
 - i. Brian provided the following reports from both Quick Books and Caliber: The Balance Sheet as of October 31, 2019, A/R Aging Summary as of October 31, 2019 and the Transaction List by Date for October 2019. The reports were reviewed, and copies are attached.
 - ii. Copies of the 2019 and 2020 Budget were presented at the annual meeting (copies are attached). Changes to the 2020 budget were discussed and Brian will Brian will resend the Budget to the Board for review prior to the December meeting to be voted on at the December meeting.
 - iii. Motion to increase the annual assessment by 5% to \$274 was made, seconded and passed.
 - 6. Welcoming Committee –
 - a. The welcoming committee delivered one welcome packet in October and has two other new homeowners to contact. Brian provided a Caliber report indicating that two additional homes have had ownership changes. The welcoming committee will follow up. Val and Barb Clemens attended the Board meeting and introduced themselves as new homeowners in the subdivision.
5. OLD BUSINESS –
- a. 2020 Plan of Action – Table until December meeting.

6. NEW BUSINESS –

- a. Election of Officers. Motion was made, seconded and passed to elect the following officers:
 - Aletha Kalish, President
 - Linda Jaworski, Vice President
 - Brian Bickel, Treasurer
 - Pat Tapke, Secretary
- b. Austin Wesnitzer will chair the Roads and Landscape Committee. Frank Karnauskas and Linda Jaworski will co-chair the ACC and CC&R committee.

7. MASTER ASSOCIATION –

- a. Discussion regarding terms of members of the Master Association Board. Pat was asked to go back and check the minutes for any information on this and report at the December meeting.
- b. The annual meeting of the Master Association is scheduled for Monday, February 24, 2020. Time and location will be announced.

8. ADJOURN – Meeting adjourned at 7:43 p.m.