

San Ignacio Golf Estates Homeowners Association
Board Minutes
January 7, 2015

Attending: Board Members Ted Hoeger, Lynn Raby, Richard Kidwell, Tom Wilsted, Floyd White and Ann King

1. The meeting was called to order at 3:00 p.m. by Board President Ted Hoeger.
2. Approval of Minutes – The minutes of the October 19, 2014 meeting were approved
3. Financial Report
 - Treasurer Richard Kidwell indicated that for FY 2014, SIGE expenses were \$231.33 under budget.
 - The FY 2015 budget

Action: The board approved a budget increase of \$16,658 over the FY 2014 budget to cover SIGE road repair, crack sealing and recoating, increased electricity costs and computer/website maintenance. The additional funds will come from SIGE reserve funds.

- 2015 Audit – Ann King agreed to serve as auditor to carry out an accounting of FY 2014 expenditures
- 2015 SIGE Transfer Fee covering sale of property to new owners

Action: The board approved increasing the transfer fee to \$100 for FY 2015. The increase is capped by SIGE bylaws and still remains well under the amount charge by other Green Valley Associations

- Update on voting for new board members – with approximately 75% of the votes counted, the three candidates were nearly tied for votes. The board expressed an interest in keeping all three candidates involved in board or in committee activities if they were not officially elected to the board for 2015.
 - Update on the referendum covering the possible change from two trash pick-ups per week to one trash pick-up per week – 21 members prefer twice a week pick-up and 53 members prefer once a week pick-up. Concern was expressed some individuals who live year-round about the potential for garbage smell during hot summer months with once a week pick-up. This issue will be discussed at the SIGE Annual Meeting in February.
4. Landscaping/Maintenance
 - Floyd White provided an update on SIGE road repairs.
 - January 13, 2015 -- Repair and re-patch approximately 12' by 20' area at corner of Golf Estates Drive and Baltustrol. Probably 4 or 5 hours starting at 8am.
 - February 2-6, 2015 - Crack filling on all streets
 - April 6-10, 2015 - Final seal coat of all streets
 - SIGE Member Home Maintenance
 - Mr. White indicated that several houses in the subdivision were in need of re-painting. He also raised concerns about houses being transferred where there were maintenance issues.

- Approved SIGE Association Paint Colors – The board discussed whether association members were allowed to use one main color from the approved paint charts and two colors from the trim chart. An earlier discussion approved only a single trim color but two houses in the Association already have two trim colors.

Action: The board approved having a single main house color with two trim colors. However, all colors must be from the approved color chart or from the original trim colors. Garage doors must be painted the main house color and security doors, gates or metal trim must be painted one of the trim colors or black. Owners planning to repaint their house must contact the architectural committee to get a review of their colors before carrying out painting.

5. Annual Meeting

- The board discussed the upcoming Annual Meeting scheduled for Monday, February 16, 2015. A copy of the tentative agenda is attached.

6. Green Valley Recreation Report – Richard Kidwell reported that five persons were running for four board spots in the upcoming election. He also indicated that a group called GVR4US is currently seeking to petition GVR members to get new by-laws passed that would take control away from the GVR Board and CEO.

7. Green Valley Coordinating Committee

- The board approved Vice-President Lynn Raby as the Association's representative to the Green Valley Council. Lynn will seek to find a second person to be a co-representative.

8. Golf Course Update – The golf course and restaurant have re-opened. There are discussions of a potential SIGE golf tournament on the San Ignacio course combined with one or more of our association neighbors. More information will be forthcoming.

9. The meeting adjourned at 4:00 p.m.

San Ignacio Golf Estates Homeowners Association
Board Minutes
February 17, 2015

Attending: Board Members Floyd White, Lynn Raby, Richard Kidwell, Tom Wilsted, and Ann King

1. The meeting was called to order at 1:30 p.m. by Board Vice-President Lynn Raby

2. Election of Board Officers

Board Members elected the following officers to serve the San Ignacio Golf Association for 2015-2016

Floyd White, President – 520-625-9111 awardtrlr@msn.com

Lynn Raby, Vice-President - 520-207-0437 lynnrby50@gmail.com

Tom Wilsted, Secretary – 520-829-6184 tom.wilsted@uconn.edu

Richard Kidwell, Treasurer – 520-445-6674 richardk21@yahoo.com

Ann King, Member and Asst. Treasurer – 520-399-3444 eversince@yahoo.com

3. The Board discussed the roles and responsibilities of the treasurer and assistant treasurer. The following is a list of duties agreed upon for the assistant treasurer:
 - Maintain the Excel member list of names, addresses and e-mail addresses and provide an updated list to the secretary for the website as needed
 - Maintain an Excel member list of summer residents with contact information and local people to call for yard maintenance, etc.
 - Set up QuickBooks with member information and the capability of generating invoices and mailings of annual dues notices
 - To support this effort, the board approved \$200 toward the purchase of the most recent version of QuickBooks and will transfer an existing SIGE owned laptop computer to maintain the lists and software

4. The board reviewed current committee chairs and committee members. The following is a list of committees:

5.

Architectural Review Committee	Floyd White	520-625-9111	awardtrlr@msn.com
ARC Co-Chair	Ron White	520-838-0102	rmargi@aol.com
Maintenance	Floyd White	520-625-9111	awardtrlr@msn.com
Maintenance Co-Chair	Doug Teeter	520-625-2002	atedoug@aol.com
Audit	Richard Kidwell	520-445-6674	richardk21@yahoo.com

Audit Co-Chair	Ann King	520-399-3444	eversince@yahoo.com
Nominations	Lynn Raby	520-207-0437	lynnraby50@gmail.com
SIGE Enhancement	Barbara Knutson	520-203-0702	bkriver@hickorytech.net
Rep. to Green Valley Council	Lynn Raby	520-207-0437	lynnraby50@gmail.com
Alternate Rep to GVC	Mary Bingham	520-648-2588	mbling23@cox.net
Phone Committee	Barbara Knutson	520-203-0702	bkriver@hickorytech.net
Social Committee - Co-Chair	Carol Digby	520-445-7774	cstevens@mlode.com
Social Committee - Co-Chair	Bev White	520-625-9211	awardtrlr@msn.com
Block Watch/Welcomes	Stanley Baldwin	650-450-2156	sbaldwin0734@sbcglobal.net
Liaison to SI Golf Club	Barbara Knutson	520-203-0702	bkriver@hickorytech.net

6. The board approved the minutes of the 2015 Annual Meeting. They discussed the problems of scheduling meeting times through GVR and approved the concept of making the 2016 Annual Meeting a joint pizza party/annual meeting to be scheduled for dinner in early February
7. Board Meetings – The Board Agreed to meet the 2nd Tuesday at 3:00 p.m. during the following months – April, June, September, and November of 2015 and January and March of 2016.
8. Trash Pick-up – The board discussed the result of the poll as well as comments received from individuals as well as those at the Annual Meeting. While there were savings by changing to the lower number of pick-ups, concerns about garbage smell and potential rodents/snakes during the summer were a concern.

Action: The board agreed to retain the current twice per week trash pick-up and once per week recycling.

9. The board approved the purchase of six “resting” benches to be placed adjacent to each of the mailbox sites within the Association. So far, three individuals have offered to “sponsor” one of the benches.

Action: The board approved the purchase of 6 benches at a price of \$60 each with a combination of donated funds and any balance to be paid out of the SIGE treasury.

10. The board discussed the need for an Enhancement Committee. This committee would be responsible for maintaining the physical quality of the HOA and would report directly with the Chair of the Maintenance Committee. Some of its duties would include setting up Christmas decorations, maintaining and placing rest benches and advising members about native plantings.

Action: Lynn Raby asked Barbara Knutson to chair this committee.

11. The board discussed the lack of definition for penalties for failure to pay annual dues on time and for failing to maintain individual properties. The board agreed to carry out some research in this area to see how other Associations handle this issue and develop a more detailed description and penalties.

Action: Richard Kidwell will carry out research and recommend any changes to the board. Since this would affect Association bylaws, this would need to be approved by Association members by either a special vote or a vote carried out in conjunction with an annual dues mailing.

12. The Board discussed the improvements that have occurred at the San Ignacio Golf Club and the positive impact this has had on neighboring associations. The Board agreed to write letters of encouragement to the course owner and managers as well as establish an Association liaison who can be a single point of contact between the Association and the club.

Action: The President and the Secretary will send letters to the Golf Club owner and managers expressing their support for the recent changes at the Club as well as a letter to the Green Valley News. Lynn Raby will recruit a SIGE member to take on the responsibility of being the Association Liaison to the Golf Club

13. The meeting adjourned at 3:00 p.m.

San Ignacio Golf Estates Homeowners Association
Board Minutes
March 4, 2015

Attending: Board Members Floyd White, Lynn Raby, Richard Kidwell, Tom Wilsted, and Ann King

1. The meeting was called to order at 3:30 p.m. by Board President Floyd White

2. Tree trimming at 1453 Desert Jewel Court – The board discussed the request from owner Les Haugen to trim trees behind his house that affect his view. They reviewed all state laws as well as the CCRs and Association policy. The board agreed to carry out moderate trimming that will not affect the health of the trees.

Action: President Floyd White will work with the Association landscaper to carry out trimming at the Association's expense and communicate the board's decision to Mr. Haugen.

3. SIGE Golf Tournament – Plans are moving forward for the Association's 2015 Golf Tournament to be held on March 29th. Invitations have gone out to Association members and an invitation will also be issued to homeowners in San Ignacio Heights. Association members may also invite guests. It was suggested that the Association investigate the possibility of obtaining prizes from the San Ignacio Golf Club either by purchase or donation. The board approved up to \$100 to purchase prizes.

Action: Golf Club Liaison Barbara Knutson will work with the San Ignacio Golf Club to establish the number and type of prizes for the tournament.

4. Purchase of Common Area Benches – The board approved the purchase of eight benches at a cost of \$50 each. One bench will be placed in common areas where a post office box is located. Four people/families have generously agreed to donate money to purchase one of the benches: William and Jane Bond, Patricia Griemann, Gerald and Ann King and Louise Netherton. A donor plaque will be affixed to each of the donated benches.

Action: Treasurer Richard Kidwell will order the benches from Lowes. Jon and Lynn Raby will oversee the benches' installation.

5. Dues Report – Treasurer Richard Kidwell reported that all but two members had paid their 2015 Association Dues. The board will follow up with the two late dues-payers.

Action: President Floyd White will draft a standard letter that will be sent out to Association members who have not paid their dues by the established deadline.

6. March Board Meeting – Since all necessary business was completed at this meeting, the regular March 10 board meeting was cancelled.
7. The meeting adjourned at 5:00 p.m.

San Ignacio Golf Estates Homeowners Association
Board Minutes
October 28, 2015
4341 S Royal Lytham

1. President Floyd White called the meeting to order at 3:00 p.m. Attending were board members Floyd White, Richard Kidwell, Thomas Wilsted, Ann King and SIGE resident Don Mahan. Vice-President Lynn Raby was ill and could not attend.

2. The board approved the minutes of the March 4, 2015 meeting

3. Landscaping/Maintenance - Floyd White

- a. SIGE resident Don Mahan requested that the board consider installing speed bumps at the intersection of Baltustrol and Golf Estates Drive so that drivers would obey the stop sign. He indicated that he and other residents in that area had had near collisions because of drivers turning that corner without stopping. The board agreed that this was a concern at this intersection as well as at Desert Jewel Loop and Golf Estates Drive and Desert Jewel Loop and Prestwick Drive

Action: The Board agreed to send out a letter to all SIGE residents reminding them about both the Association speed limit and the need to obey stop signs. This would be a topic of discussion at the annual meeting and the Board would revisit this question of whether to install speed bumps after the annual meeting.

- b. The board discussed the 2015-2016 Landscape Contract. The contract currently runs through next year. President Floyd White indicated his general satisfaction with the contractor and we have stayed within the current amount budgeted for this year.

4. Treasurer report/activity – Richard Kidwell

- a. Treasurer Kidwell indicated that the budget was currently on track for FY 2015 except for the payment to repair and resealing of roads. Payment for the road repair came out of reserve funds and was not replaced. The board discussed the need to ensure that funds were available for future repairs and resealing as well as for more extensive repairs in the next 5-7 years. The board discussed raising association dues since they have not increased for the past several years to cover this and other increasing costs.

Action: The Board approved a \$30.00 per year increase in Association dues that will increase the annual dues payment to \$380.00 per year

- i. The board discussed whether there was a need to establish any financial penalties for late payment of dues or for failing to maintain yards or other CCR infractions. The board agreed that generally a reminder to members brought about compliance. However, the board did agree to follow past patterns of sending out letters whenever infractions occurred.

Action: The Board agreed that letters would go out to homeowners who had not paid their dues by the February annual meeting and a fee of \$35 plus 1% per month of the unpaid dues would be charged for anyone not paying their dues by March 1.

- ii. Assistant Treasurer Ann King provided an update on the movement of SIGE accounting to Quick Books. All data has been transferred and we hope to begin paying bills and sending out dues notices beginning in December 2015.

- iii. Board members discussed the question of how much money should be held in the SIGE reserve account to follow standard accounting practices and Arizona state law.

Action: Treasurer Richard Kidwell will investigate this issue and bring a report to the next board meeting.

- 5. The SIGE Annual Meeting will be held on Wednesday, February 17, 2016, at 10:00 a.m. at the Canoa Hills Recreation Center. Floyd White and Richard Kidwell are working on potential speakers.

Action: The date will be put on the website and an announcement will go out now and again closer to the meeting

- 6. President Floyd White updated the board on activities at the Green Valley Council. He indicated that their current efforts focused on working with Pima County on identifying roads needing repair and on putting up a website listing GVC approved vendors.

7. Other Business

- i. President White indicated that GVC recommended that SIGE asked homeowners renting out units to provide the names of tenants, their car make and license number and evidence that one of the tenants was at least fifty-five years old.

Action: President White will contact owners who have rentals to gather this information

- ii. The old SIGE website is still online and association member are sending mail to that site. The site was supposed to be disabled when the new website was completed.

Action: Treasurer Richard Kidwell will have the site disabled and removed.

- iii. The board agreed that another board meeting was needed prior to the annual meeting. They agreed to set a date for early January.

- 8. The meeting adjourned at 4:30 p.m.