

**San Ignacio Golf Estates Homeowners Association**  
**Board Minutes**  
**November 7, 2013**

1. The meeting was called to order by President Bill Heil at 3:10 p.m.
2. Minutes of the meeting of October 10, 2013 were approved
3. HOA Maintenance
  - a. Ted Hoeger reported that bids were currently out for the 2014 contract for maintaining SIGE common areas. He expects at least three bids including one from our current vendor. He plans to have all bids available by the December board meeting which will allow the board to finalize the 2014 budget  
**Outcome: Ted will share information on the contract bids as soon as they are available but no later than the December board meeting.**
  - b. The board did one last review of the homeowner's yard maintenance policy. It discussed whether the policy should apply only to front yards or should apply to the entire yard since some house back and side yards were visible from the street. The board agreed that the policy should apply to the entire yard.  
**Outcome: Ted will make minor changes to the proposed policy and the final document will be distributed to all SIGE property owners by e-mail and block captain distribution.**
  - c. Terminex is currently doing outside termite inspections. The company is leaving a note on rear windows indicating that they have visited. The note provides contact information and the SIGE contract number if homeowners wish to have an internal termite inspection
4. HOA Architecture
  - a. Robert Kassenbaum requested approval for the installation of pavers and a fence where he would store his trash cans at the rear of the house.  
**Outcome: The board approved this change since this will not affect any neighbor's views.**
  - b. Work is continuing on the new home colors. Richard Kidwell wants to get together samples of all of the colors so these can be printed for the annual meeting. This requires getting at least one set of colors from a single paint manufacturer.  
**Outcome: Richard will work with Jane Knopf and Don Mahan to finalize the house color instructions and color samples so these are available by the annual meeting**
5. HOA Finances
  - a. Financial Secretary Richard Kidwell made the following report:
    - Approximately \$15,000 is still available in the 2013 budget. Any unused funding will be added to the SIGE reserve fund.
    - Current reserve funding stands at \$117,000. These funds are available when major road maintenance is required or for other emergencies not covered by the current budget.
    - Richard will be working on a 2014 budget for the board's December meeting. This will include a recommendation on whether there needs to be any dues increase.
  - b. The board discussed whether the reserve funding is high enough to cover any major contingencies.  
**Outcome: Bill Heil will contact the Green Valley Council to see if they have any guidelines that indicate the level of reserve funding in relationship to a Board's annual budget**

6. HOA Communication

- a. The board discussed the need to gather as many e-mails as possible and use this as the primary means of contacting HOA members. We currently have e-mail addresses for more than 80% of homeowners.

**Outcome: Ted Hoeger will continue gathering a comprehensive list of e-mails. He will work with Tom Wilsted to develop a platform and a location for the list. In the interim all e-mailings will be sent through Ted**

- b. Don Mahan had discussed how to better communicate with non-e-mail homeowners. He suggested providing block captains with copies of any documents for distribution. This should not be an imposition since each block captain would only be responsible for 3-5 households.

**Outcome: The board approved using block captains to distribute information to homeowners who do not currently have e-mail accounts**

- c. The board discussed concerns raised about keeping the website up-to-date. Richard Kidwell suggested talking with the GVR Camera and Computer Clubs about finding a possible webmaster.

**Outcome: Richard will contact the GVR Computer and Camera Clubs for the names of possible webmasters and bring a recommendation to the next board meeting.**

7. Other Business

- a. The board discussed the need to find additional nominees for anticipated board vacancies in 2014.

**Outcome: Tom Wilsted agreed to write a letter soliciting nominees that would be sent out by e-mail and distribution by block captains.**

8. Next Board Meeting (All meetings begin at 3:00 p.m. and are held in The Heights Casita)

- a. December 12, 2013

9. The meeting adjourned at 3:55 p.m.