

**San Ignacio Golf Estates Homeowners Association
Special Board Minutes
December 18, 2013**

1. The meeting was called to order by President Bill Heil at 3:00 p.m.
2. HOA Architecture
 - a. Richard Kidwell said his work on the new home color palette sheet had been on hold because of other business. The final sheet will have representative colors along with color numbers.
Outcome: Richard indicated that a final version will be available for view at the January board meeting and this will also be unveiled for all members at the SIGE annual meeting in February.
3. HOA Finances
 - a. Richard brought forward a number of budget items that were discussed.
Outcome:
 1. Board approved an increase of the property transfer fee from \$72 to \$79 as allowed by SIGE bylaws
 2. Approved payment of GVC annual dues o \$810 for 2014
 3. Approved purchase of Carbonite software (\$59 per year) and Quicken software (\$56 one-time)
 4. SIGE Annual Dues invoices will be mailed out sometime during the week of December 23rd
 5. Approved funding of up to \$500 for additional technical support, supplies or publication to the updating and completion of the new SIGE website.
 6. A current IRS Form 990 was not completed at the beginning of 2013. Richard will gather appropriate paperwork and bring our IRS filings up-to-date.
 - b. Richard indicated that work on the website would be ongoing. This will be discussed again at the next board meeting.
Outcome:
 1. An updated version will be ready for review at the next board meeting
 2. The final version will be available and demonstrated at the annual meeting in late February
 3. Richard will attempt to merge the current website addresses. It is hoped that we will retain WWW.SIGEHOA.Org as our only online presence.
 4. The board discussed planned website content. The following is a list of minimum items
 - a. Directories of board and individual members
 - b. Board and annual meeting minutes
 - c. List of coming events with dates
 - d. Resources for SIGE homeowners
4. Communication with SIGE members
The board wanted to remind people about the upcoming meeting as well as encourage people to run for vacant board positions
Outcome: Tom Wilsted will draft a letter to all SIGE members that will go out with the dues notice. It will provide information about the date, content and time of the annual meeting as well as encourage potential board members.

5. SIGE Christmas Decorations
 - a. Linda Hoeger and Mary Wilsted have agreed to take over managing SIGE Christmas decorating. They will meet with Don Mahon to discuss current decorations and procedures. .
Outcome: The board agreed to provide a budget of up to \$200 for new or upgraded decorations.
6. Next Regular Board Meeting (All meetings begin at 3:00 p.m. and are held in The Heights Casita)
 - a. January 9, 2014
7. The meeting adjourned at 4:00 p.m.