

San Ignacio Golf Estates Homeowners Association
Board Meeting
February 1, 2019
Room B, GVR Desert Hills Recreation Center

Attending: Board Members Floyd White, Richard Kidwell, Tom Wilsted, Ann King, Barbara Knutson and Karen Pickering, Larry Gutman (SIGE common area maintenance contractor) and Board Members Elect Susan Stanford and Jeffrey Benoit.

1. The meeting was called to order by President Floyd White at 10:00 a.m.
2. The board approved the December 7, 2018 meeting minutes
3. Treasurer's Report – Ann King
 - a. The treasurer reported the Association's 2018 income was \$47,384.43 with total expenses of \$33,482.62 for a net income of \$13,901.75. The estimated 2019 budget is \$45,550 with estimated expenses of \$34,768 for a net income of 10,782.82. However, both of these incomes will be used toward road repair in 2019. See item 4.c. below for further detail. Current bank balances as of December 31, 2018 were: checking – \$7,470.52 savings – \$54,632.25 and certificate of deposit – \$102,042.99.
 - b. The treasurer reported that all but three homeowners had paid their 2019 dues. The board reviewed the HOA's current bank balances.
 - c. **Action: The secretary will contact the homeowners with outstanding dues and indicate that a late fee will be assessed if the treasurer has not received dues by February 10.**
4. Architecture/maintenance – Floyd White.
 - a. President White welcomed Larry Guttman, the HOA's contracted common area landscaper. The board discussed the possibility of an automated system for reporting common area maintenance needs using the HOA website. Such a system would save on phone calls and the information would go directly to the landscaper as well as to an HOA officer or other designated volunteer. A form would be developed and put on the website that could be completed by any HOA homeowner indicating the common area needing attention and describing the problem/work to be carried out. Using a submit button, the homeowner would forward this to the contractor and HOA officer. The person requesting the work would be contacted when the work was complete or contacted if further information is needed.
Action: The board agreed to pursue this process. The president and secretary will work on a form and discuss how this can be integrated into the website with the HOA webmaster. The new process will be announced and discussed at the HOA meeting later in February as well as through an e-mail blast to owners.
 - b. Mr. Guttman indicated that a new invasive weed had been found in many common areas that was spreading very rapidly in common areas and could soon jump to homeowner's yards. The board agreed that this information should be shared with homeowners.
Action: Mr. Guttman agreed to obtain a photo of the weed, its name and methods of eradication. That information would be shared with homeowners by e-mail and on the website.
 - c. President White updated the board on his discussions with road repair contactors. He provided a spreadsheet with bids from seven different companies as well as a map showing areas that required more than crack filling and seal coating. There were three areas on Golf Estates Drive, Baltusrol Drive and Royal Lytham Court. In addition, there is a large section of deteriorating road on Desert Jewel Loop between Desert Jewel Court and Prestwick Drive

that requires more extensive repairs. He indicated that these repairs were urgently needed but that the HOA should expect to continue carry out crack filling and seal-coating every four to five year.

Action: The Board approved the lowest bid of \$53,570.00 from Ace Asphalt by a 5-0 vote with two of the three new board members attending agreeing with this decision. Ace Asphalt has done previous work for the Association. Work on crack filling will begin very soon while the roads are cold and cracks are at their widest. The remaining work will be done later in the spring. Funds to pay the costs will come from the HOA checking and savings accounts. Costs of road repairs have increased significantly over the past few years. The board agreed that these increased costs should be addressed through future dues increases and/or a special assessment.

5. Old Business

- a. Work continues on bringing together a SIGE HOA policy manual.

Action: Richard Kidwell is compiling the policy manual and will forward a copy to all board members before the annual meeting for review.

6. New Business

- a. Nominating committee chair, Karen Pickering, reported on the recent board member election. All three were elected with the following voting totals: Jeff Benoy – 71, Susan Stanford – 65, Michael Fotheringham – 62. A total of 75 ballots were received.
- b. Planning for the SIGE Annual Meeting.

Action: The board meeting will begin at noon with a light sandwich lunch to encourage attendance. The meeting will consist of reports and announcements and President White will discuss upcoming road repairs. Secretary Tom Wilsted will keep minutes of the annual meeting and the first board meeting that will occur immediately after the annual meeting to elect officers.

The meeting adjourned at noon.