

# *Civano I: Neighborhood I Association, Inc.*

*A Homeowners Association*

*Board of Directors Meeting*

*UNAPPROVED DRAFT*

Date: Tuesday November 17, 2015  
Time: 7:00 PM  
Location: HOA Activity Center—10501 E Seven Generations Way, #109

## **I. CALL TO ORDER**

The meeting was called to order at 7:03

## **II. ROLL CALL**

Board Members Present:

Bob Small  
Carolyn Finnell  
Andy Delgado-Keller  
Les Shipley  
Richard Poyner

Board of Directors Absent:

Chris Shipley  
Rick Hanson

Member of Management Present:

Cynthia Valencia,  
Cadden Community Mgt.

Minute Taker:

Kathy De La Ossa

## **III. PRESIDENT'S REPORT - Bob Small**

- Encourages people to run for the Board.

## **IV. APPROVAL OF PREVIOUS MEETING MINUTES**

- September 15, 2015 regular Board meeting minutes  
**MOTION: To approve the September 15, 2015 Board meeting minutes as submitted.**  
Motion Proposals: First: Bob Small  
Second: Richard Poyner  
Motion Results: Passed unanimously

## **V. TREASURER'S REPORT & APPROVAL – October 2015 Financial Report**

**MOTION: To approve the Treasurer's report as reported.**

Motion Proposals: First: Bob Small  
Second: Les Shipley  
Motion Results: Passed unanimously

## **VI. OPEN FORUM**

1. September 23, 2015 email from Manny Cabranes re: Community Ctr rental suggested changes - Discussion: Task Force met several times, forwarded to Committee for review. The Board has elected to going back to the old way of renting facility
2. September 28, 2015 email from John Congrove re: white paint – Approved back in 2014 under the old rules.
3. October 23, 2015 email from Federick Ruzicka re: Doctor's office at 5102 S Thundersky – Management reported that it is reviewing with City, and owner - # of employees could be a concern for parking.

4. October 29, 2015 email from Anita Bhappu re: NA decision on events. – Mark Levine will now be in charge of events starting next year.
5. November 2, 2015 email from Mark Levine re: Holiday party funding - December 6, 2015.  
**MOTION: To approve the expedenditure of up to \$550, allocated from the Holiday Party Fund with receipts.**  
 Motion Proposals:                      First: Bob Small  
   Second: Richard Poyner  
 Motion Results:                            Passed unanimously
6. September 22, 2015 email from Joan Tober re: Lot 36 & two new addresses - Addressed in NEW BUSINESS
7. September 28, 2015 email from Joan Tober re: rescind resolutions Committee Ethics guidelines, DRC & CCAA - Addressed in NEW BUSINESS.
8. October 5, 2015 email from Joan Tober re: Special Use Fee - Addressed in NEW BUSINESS
9. Oct 15, 2015 email from Joan Tober re: See DRC resolution 10-04 - Addressed in NEW BUSINESS
10. Oct. 16, 2015 email from Joan Tober re: design guidelines statement section 4.6 – Mgt. responded accordingly.
11. Oct 19, 2015 email from Joan Tober re: Draft #2 CCAA resolution - Addressed in NEW BUSINESS
12. Oct 22, 2015 email from Joan Tober re: Where on HOA website does it show that DRC applicants need to use specific architects? - Management informed Ms. Tober that the DRC is still working on it, has not been implemented.
13. Oct 23, 2015 email from Joan Tober re: DRC committee & alternates - Mgt. responded accordingly.
14. Oct 23, 2015 email from Joan Tober re: Checked to see if the statute gave approval authority to the DRC.
15. Oct 23, 2015 email from Joan Tober re: This is where the discrepancy comes in for the DRC.

## VII. NEW BUSINESS

1. Appoint members to DRC (Carl Price & Hannah Walker), Carl Price withdrew  
**MOTION: To appoint Hannah Walker to the DRC Committee**  
 Motion Proposals:                      First: Bob Small  
   Second: Richard Poyner  
 Motion Results:                            Passed unanimously
2. Appoint members to Nomination and Election committee.  
 Richard Poyner as liason – Appointments: Hannah Walker, Angie Henning, Kelly Korin, Theresa Taylor  
**MOTION: To appoint Hannah Walker, Angie Henning, Kelly Korin, Theresa Taylorto NEC. Discussion continued.**  
 Motion Proposals:                      First: Richard Poyner  
   Second: Andy Delgado-Keller  
 Motion Results:                            Withdrawn due to absence of VP, will be done by action in lieu.
3. Rescind Resolutions 10-05 Committee Guidelines, 10-11 Code of Ethics, 11-01 CCAA. – Being revised. Removing charter and rewriting. Members will report to Cynthia  
**MOTION: To rescind resolutions 10-05, 10-11 and 11-01.**  
 Motion Proposals:                      First: Bob Small  
   Second: Richard Poyner  
 Motion Results:                            Passed unanimously
4. Lot 36 – The lot is deeded as two lots, will pay assessment for both lots.  
**MOTION: To approve the split of into two lots and assessed two monthly assessments.**  
 Motion Proposals:                      First: Bob Small  
   Second: Les Shipley  
 Motion Results:                            Passed unanimously
5. Approve revised DRC resolution –  
**MOTION: Bob & Andy - Board approved all past DRC approvals**  
**MOTION: Bob & Carolyn to approve revised DRC Resolution 10-04**  
 Joan Tober questioned alternate is Board member can vote or participate ? Action Taken: Question was forwarded to attorney for clarification
6. Rescind Policy and Facility Use document -  
 Discussiom: \$250/refundable security deposit for private events, check will not be cashed unless damage. Add to policy: First Come First Serve Basis. Discussion continued at length.

**MOTION: To rescind Policy and Facility use document approved at Sept 2015 Board meeting . Approve revised form with revisions and clarifications.**

Motion Proposals: First: Bob Small  
Second: Carolyn Finnell

Motion Results: Passed unanimously

7. Approval for painting of Garden gates

**MOTION: To approve the painting of Gardens gate at a cost of \$1,000, allocated from Reserves.**

Motion Proposals: First: Bob Small  
Second: Les Shipley

Motion Results: Passed unanimously

8. Review of proposed 2016 Budget

- Additional common area obligations: Northridge, Presidio, Orchards
- \$4 increase per month per lot in HOA dues
- Increase funding to Reserves

**MOTION: To approve the proposed 2016 Budget.**

Motion Proposals: First: Bob Small  
Second: Les Shipley

Motion Results: Passed unanimously

9. Association attorney talking to Spectrum regarding liability issues

**VIII. OLD BUSINESS**

1. Update 3<sup>rd</sup> Amended Bylaws

**MOTION: To rescind all actions on 9/15/15.**

Motion Proposals: First: Bob Small  
Second: Les Shipley

Motion Results: Passed unanimously

**MOTION: To approved the November 2015 Revised, 3<sup>rd</sup> Amended Bylaws.**

Motion Proposals: First: Bob Small  
Second: Les Shipley

Motion Results: Passed unanimously

**MOTION: To send amended Bylaws to all owners for approval.**

Motion Proposals: First: Bob Small  
Second: Carolyn Finnell

Motion Results: Passed unanimously

**IX. COMMITTEE REPORTS**

**DRC**

1. Update - Continue to work on revision of the 9-26-05 version of DRC manual, continuing to use existing manual until revisions are completed by the DRC.

**X. MANAGER'S REPORT** - Distributed to the Board for review.

**XI. NEXT SCHEDULED MEETINGS:**

Regular Board Meeting – Tuesday, January 17, 2016 at 7:00 p.m.

**XII. ADJOURNMENT**

There being no futher business to discuss, the meeting was adjourned at 8:10 PM.