



**Civano I: Neighborhood I Association, Inc.
Board of Directors Meeting Minutes**

Date: April 20, 2021
Time: 7:00 PM
Location: Virtual – 10501 E Seven Generations Way, #109

Call to Order

The meeting was called to order at 7:17 pm by Hannah Walker

I. Roll Call

Board Members Present: Hannah Walker, Les Shipley, Chris Shipley, Bob Small, Wendy Walker, Peg Cass, and Angelina Hannum.

Absent: None

Members Present: Lyndell Roe, Joan Tober, Kirk Walker, Sharon Knox, Bill Kuder, Susan Hamilton, Kathy Siath, Caryl Clement, Marlys Thoreen, Ralph Terry, and Cathy Della Penta.

Also Present with Paul Ash Management: Manager, Jena Carpenter and CFO Natalie Kujawa.

II. Election of Officers

- a. President: A motion made by Chris to appoint Hannah Walker as President was seconded by Bob; motion passes.
- b. Vice President: A motion made by Hannah to appoint Les Shipley as Vice President was seconded by Wendy; motion passes.
- c. Treasurer: A motion made by Wendy to appoint Chris Shipley as Treasurer was seconded by Hannah; motion passes.
- d. Secretary: A motion made by Hannah to appoint Wendy Walker as Secretary was seconded by Angelina; motion passes.

III. Committee Appointments

- a. Design Review Committee: A motion made by Hannah to appoint Wendy Walker as Chair, Members as Bill Kuder, Penney Pederson, Cheryl Luckett, and Joan Tober, Alternates as Peg Cass and Lyndell Roe was seconded by Chris; motion passes.
- b. Civano Common Area Asset Committee: A motion made by Hannah to appoint Members Mark Levine, John Siath, Amy Almquist, Caryl Clement and Sharon Knox and Alternate Debbie Stertz was seconded by Chris; motion passes.
- c. Budget & Finance Committee: A motion was made by Hannah to appoint members Chris Shipley, Mark Levine, Joan Tober and Jan Reynolds was seconded by Peg; motion passes.
- d. Events Committee: A motion was made by Hannah to appoint Hannah Walker, Tina Solis, Lyndell Roe and Angelina Hannum was seconded by Wendy; motion passes.

IV. Review & Approval of Minutes

- a. January 19, 2021: A motion made by Bob to approve the January 19, 2021 minutes as corrected was seconded by Hannah; motion passes.

V. Reports



- a. Treasurer's Report – submitted by Natalie Kujawa on behalf of Chris Shipley. Ending balances as of March 2021.
- b. DRC Report – Wendy reports they plan to submit manual updates in the future.
- c. CCAA – No Report
- d. Nomination & Election Committee Report – Kirk Walker reported, there was 693 ballots sent with a 58.2% participation and is thanks to electronic voting.
The 2021 NEC was presented with a trophy for exceeding the prior year's participation rate.
- e. Management Report – Jena Carpenter provided a written report.

VI. Old Business

- a. Common Area Facilities/Covid 19 & Executive Orders – management proposes releasing some restrictions. *A motion made by Peg to open the Activity Center with a maximum capacity of 50 people, when in use members must wear masks except when eating or drinking, with the addition of mask signs, all members who use the center will be required to clean and sanitize after each use, allow use of furniture and restrooms at the pools, and increase limits in numbers to 15 at North pool and 25 at south pool was seconded by Wendy; motion was rescinded.*

A motion made by Peg to allow members to use the Rotunda with a 50-person limit following CDC Guidelines of masks if you cannot socially distance and for the pools remove the limits for the numbers who may use with the CDC guidelines for masks if you cannot social distance was seconded by Wendy; motion passes.

- b. Revised Janitorial / Porter Services
A motion made by Hannah to approve the revised bid from Wrigs Building services with a 30-day termination to increase cleaning of the pool and rotunda to 5-days per week for \$2,983.00 per month and a deep clean at both pool restrooms and furniture repair was seconded by Wendy; motion passes.
- c. Bulletin Boards – repairs
A motion to approve the proposal from Elliot Del Aguila in the amount of \$3,700.00 to refurbish the bulletin boards was made by Bob and seconded by Angelina; motion passes.
- d. Information Services Committee (Communication)
A motion made by Hannah to stick with a newsletter was seconded by Les; motion passes.

VII. New Business

- a. Asphalt Bids: Seal Coat & Crack Fill/Remove & Replace.
A motion made by Chris to approve the proposal from Sunland Asphalt in the amount of \$11,273.00 to complete the asphalt repairs at the designated locations was seconded by Bob; motion passes.
- b. Bi-Monthly Board Meetings – day change request
The meeting has been held on the same day and time for several years, no changes made.



c. Safety Committee

A motion was made by Peg to consider a Safety Committee for the community was seconded by Wendy; motion rescinded.

The Houghton South Neighborhood Association should be contacted for speeding, graffiti, and other matters that fall outside of the scope of the association and relate to City of Tucson functions. Peg Cass will work with the Neighborhood Association and City of Tucson on safety items discussed.

VIII. Public Forum/Owner Correspondence

- a. Robin Johnson requested Civano install a bike repair station in Civano.

No action will be taken.

- b. Cathy Della Penta requested the board review an 8-minute video related to 5G rollout and how it effects individual public safety, privacy and property. Cathy would like to inform the Board and make sure as individuals the community members are informed.

The Board advised Ms. Della Penta to put her information on bulletin boards throughout Civano.

IX. Next meeting date – May 18, 2021 @ 7:00 pm

- X. Adjournment** - With there being no further business, the meeting was adjourned at 8:56 pm.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM