



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

Date: November 16, 2021
Time: 7:00 PM
Location: Virtual – 10501 E Seven Generations Way, #109

Call to Order

The meeting was called to order at 7:11 pm by Hannah Walker

I. Roll Call

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

Absent: None

Members Present: Katherine George, Gian & Marykay Morelli, Sharon Knox, Manual Cabranes, Susan Wells, Lyndell Roe, Rick & Debbie Stertz, Shay Pederson, Ernestine Morris, Adrienne St. John, Nancy Burton, Peter Leue, Stephani Terry, Mark Levine, Richard Geer, Kathy Siath, and Gary Vella.

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

II. Review & Approval of Minutes

- a. September 21, 2021: **A motion made by Peg to approve the September 21, 2021 minutes as corrected was seconded by Bob; motion passes.**

III. Reports

- a. Treasurer's Report – submitted by Natalie Kujawa on behalf of Chris Shipley. Ending balances as of October 2021.
 1. Asset Improvement & Contingency Fund – Bank Accounts
A motion was made by Peg to rescind the current Resolution 10-1 Asset Improvement Fund and redraft a new resolution was seconded by Bob; motion passes.
 2. 2022 Budget
A motion made by Chris to approve the 2022 Budget as drafted with an assessment increase of \$6.00 per month was seconded by Bob; motion passes.

A motion was made by Angelina to rescind the 2014 motion related to the Contingency Fund, to be redrafted to address the same as the Asset Improvement Fund was seconded by Wendy; motion passes.
- b. NEC Report – Katherine George reports there was record participation. Second year of electronic balloting. We worked with a new election guide, which was a more streamlined



version of the NEC Manual. We have one recommendation with respect to instituting an election monitor. Thank you to all the volunteers who helped with the election.

- c. Management Report – Jena Carpenter provided a written report.

IV. Old Business

- a. Common Area Facilities/Covid 19 & Executive Orders – management proposes releasing some restrictions.

A motion made by Wendy to increase the in-person limit in the Rotunda to 100 was seconded by Chris; motion was rescinded.

A motion made by Wendy to increase the in-person limit in the Rotunda to 90 was seconded by Bob; motion passes 6-1.

- b. Focus Civano – Angelina Hannum reports there were over 200 responses to the survey either in person or via the survey link. The results show 34.1% participation. There is a great deal of interest in creating and using areas that multi-generational families can take advantage of. Focus Civano will work with the CCAA to implement the overall plan if approved.

- c. Code of Conduct & Resolution for Committees – POSTPONED
Hannah Walker and Wendy Walker will review the items for presentation in January.

- d. DRC Member appointment
A motion made by Peg to appoint Lyndell Roe to the DRC was seconded by Angelina; motion was rescinded.

A motion made by Wendy to appoint Chandra Collins was seconded by Hannah; motion passes with 6 ayes and 1 abstention by Peg.

- e. CCAA Member appointment
A motion made by Hannah to appoint Debbie Stertz to the CCAA was seconded by Wendy; motion passes.

- f. CCR Amendment related to Registered Sex Offenders
A motion was made by Hannah to include the CCR Amendment for Registered Sex Offenders as a ballot measure on the 2022 Board Election ballot was seconded by Wendy; motion passes.

Management directed to include the enforcement process with the ballot materials.

V. New Business

- a. New DRC application – Temporary Use
A motion was made by Wendy to allow the use of the drafted DRC application temporarily for 90-days was seconded by Chris; motion was rescinded.



A motion was made by Wendy to allow the use of the drafted DRC application temporarily for 90-days as corrected was seconded by Bob; motion passes 7-0.

- b. Resolution 15-01 aka Resolution for Parks & Facilities – revision
A motion was made by Peg to adopt the drafted resolution for common area use as drafted was seconded by Angelina; motion passes.
- c. Pool Equipment Replacement Bid – Postponed
Management directed to have an outside 3rd party review the equipment first.
- d. 2022 Annual Meeting Date – March 29, 2022
A motion made by Wendy to set the Annual meeting date for March 29, 2022 was seconded by Peg; motion passes.
- e. Election Monitor & Checklists
A motion made by Angelina to adopt the Election Monitor and remove Observers and use of the checklists was seconded by Bob; motion passes.
- f. Appoint the 2022 Nominating & Election Committee
A motion made by Peg to issue a Call for Volunteers to appoint the NEC by Action in Lieu no later than November 29th was seconded by Wendy; motion passes.
- g. Appoint 2022 NEC Chairperson – Postponed until the NEC is appointed
- h. Pool Service Fee Increase
A motion made by Angelina to approve the contract fee increase from Oasis Pool Service in the amount of \$8.25 per trip was seconded by Hannah; motion passes.

VI. As Brought Forth

- a. Chris Shipley has an idea for the bollard replacements. He will meet with Ron Canady and Tom Wagoner to use a less expensive light fixture. We will place this as a future agenda item.

VII. Public Forum/Owner Correspondence

- a. A request from Barbara Martinez to look at pool heating methods that warm the pools in the winter.
Management directed to research the costs to heat the pool with another solar option and gas heating for the North pool.

VIII. Next meeting date – January 18, 2022 @ 7:00 pm

IX. Adjournment - With there being no further business, the meeting was adjourned at 9:39 pm.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM