

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

Date: January 15, 2019
Time: 7:00 PM
Location: Civano Activity Center—10501 E Seven Generations Way, #109

I. CALL TO ORDER

The meeting was called to order 7:00 PM.

II. ESTABLISHMENT OF QUORUM

Board Members Present: Mario Mastrosimone, Tom Sisterman, Chris Shipley,
Sharon Fields, Bob Small, Les Shipley

Member of Management Present: David Kinsey and Sandy Sandoval
Minute Taker: David Kinsey

III. President's Report - Mario reminded the attendees that the meetings follow "Roberts Rules" and that each member would be allowed two (2) minutes of comment per topic.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

Review and approval of October and November board minutes will be postponed due to several software issues.

V. TREASURER'S REPORT & APPROVAL

Account Balances as of December, 2018.

Operating	\$ 147,225
Reserve Fund	\$ 655,729
Contingency	\$ 65,062
Asset Imp.	\$ 44874

MOTION: To accept the December 2018 Financial Report as submitted.

Motion proposals: First – Mario
Second - Sharon
Motion Results: Motion passed

Motion: To approve the proposal to divide the association accounts into multiple Banks to ensure the dollar amount in each banking institution does not exceed FDIC insured values.

Motion Proposal: First, Mario; second, Bob
Motion Results: Motion Passes unanimously

MOTION: To accept the proposal by Butler Hanson to perform this 2018 Annual Financial Review for a cost not to exceed \$2,000.

Motion Proposals: First - Mario
Second - Sharon
Motion Results: Motion passed unanimously

VI. OPEN FORUM

- Lot 170 sent email to board; sent to the Association attorney for review and response.
- Lot 1 sent email regarding street parking; Park Tucson regulations now on file in Association office for review.
- Lot 482 sent email regarding street lighting; owner was advised to add security lighting to her home.

Motion: To approve a \$275 expenditure to attach the Civano sign to the Rotunda and to recheck the legality of this placement of the sign.

Motion Proposals: First – Bob; Second - Chris

Motion Results: Motion passed with Tom abstaining.

MOTION: Request that the Association Manager establish a petty cash account in the amount \$100, to be balanced and verified with receipts every month.

Motion Proposals: First – Mario; Second - Bob

Motion Results: Motion passed unanimously

- Discussion held concerning native plants, trees and bushes for the south edge of the association along Drexel street issued. **Action taken:** Management directed to contact the City of Tucson and obtain permission for new plantings in the area.
- Surplus Funds Allocation on the ballot was discussed with no action taken.

VII. NEW BUSINESS

MOTION: The Board of Directors approves the expenditure of \$25,000 to repair common area walkways from our contingency funds.

Motion Proposals: First - Mario
Second - Sharon

Motion Results: Motion passed unanimously

VIII. OLD BUSINESS

MOTION: Approving replacement of solar heating systems for both pools using funds from the reserve account, not to exceed \$40,000. Helicol will be the vendor on this project.

Motion Proposals: First - Mario
Second - Chris

Motion Results: Motion passed unanimously

IX. COMMITTEE REPORT/RECOMMENDATIONS -

- **CCAA:** Changes to membership – Chair is needed. **Jim Booth has resigned from the CCAA.**
- **DRC** Changes to membership – Richard Bates volunteered to be Board Liaison for this committee as Chair resigned. **Jim Booth has resigned from the CCAA**
- **NEC** Changes to membership – John Pulkinnen volunteered to be Chair for this committee. **Jim Booth, Wendy Walker and Linda resigned from the NEC.**

- **Events** No report
- **Community Garden**

MOTION: The Board of Directors is approving a variance for the community garden to place a storage shed on the garden plot, per the description provided by the garden commity.

Motion Proposals: First – Mario; Second - Bob

Motion Results: Motion passed unanimously

The Garden Committee requested \$200 towards the garden water bills. After discussion, Civano nursery agreed to donate \$200 annually.

- **Finance** Changes to membership – Chair is needed.

X. MANAGER'S REPORT – see attached

XI. NEXT SCHEDULED MEETING:

No meeting schedule

XII. ADJOURNMENT There being no further business to discuss, the meeting was adjourned at 9:15 PM