

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

## *A Homeowners Association*

### *Board of Directors Meeting*

#### *Draft Minutes*

Date: November 20, 2018  
Time: 7:00 PM  
Location: HOA 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, Richard Bates

Member of Management Present: David Kinsey and Sandy Sandoval

Minute Taker: David Kinsey

#### **III. President's Report** - Mario introduced the finance committee and thanked them for their efforts in presenting the proposed 2019 budget.

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

- October 16, 2018 regular meeting minutes.

**MOTION: Wait until the next meeting to review and approve the October 16 minutes.**

Motion Proposals: First – Tom  
Second - Mario

Motion Result: Passed with Bob abstaining as he was not in attendance at this meeting.

#### **V. TREASURER'S REPORT & APPROVAL**

Account Balances as of October 31, 2018

Operating \$ 168,521

Reserve Fund \$ 635,221

Contingency \$ 64,884

Asset Imp. \$ 20,119

**MOTION: To approve the financial report as presented.**

Motion Proposals: First – Mario  
Second - Bob

Motion Result: Motion passed unanimously

**MOTION: To approve the proposed 2019 budget and annual monthly assessment of \$85 a month,**

Motion Proposals: First – Mario  
Second –No second on record

Motion Result: Motion passed with Chris and Les abstaining.

**MOTION: Move the excess money from 2016 and 2017 Operating into the Contingency and Reserve accounts on a 50-50 basis.**

Motion Proposals: First – Chris

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Second - Bob

Motion Result: Motion passed with Sharon abstaining.

#### **VI. OPEN FORUM**

#### **VII. OLD BUSINESS**

- Board awaiting legal opinion of the possibility of allowing conversion of one bay of garages with three bay garages. No action taken and issue postponed.

#### **VIII. NEW BUSINESS**

- Community wide spring and fall neighborhood clean up days was discussed, no formal action taken.

#### **IX. COMMITTEE REPORT/RECOMMENDATIONS -**

- **CCAA:**

Rotunda Doors: We have a solution to repair all the openings in the building for a cost that is about 65% of the proposal by one door company to only replace 4 sets of doors so we're going to go with plan as it is inexpensive and will fix all our doors all at once. The quote will be forwarded for approval. **No Action Taken**

- **Events:** Reported that the Civano Annual Holiday party will be held on December 9, 2018.

- **DRC and NEC business:**

**Motion: Add Ernestina Morris to the Design Review Committee and to the Nominations and Elections committee.**

Motion Proposals: First – Mario  
Second - Sharon

Motion Result: Motion passed unanimously

Richard Bates agreed to serve as the Board Liaison for the DRC.

- **NEC business:** Committee requesting the Board set the 2019 Annual Meeting date.

**Motion: Set the annual meeting date as 7:00 p.m. March 31, 2019.**

Motion Proposals: First – Mario  
Second - Bob

Motion Result: Motion passed unanimously.

- **Community Garden:** Bob reminded all that the community garden has several plots open.

#### **X. MANAGER'S REPORT – see attached**

#### **XI. NEXT SCHEDULED MEETING:**

Regular Board Meeting – January 15, 2019, 7:00 PM.

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