

**STAR VALLEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES**

DATE: January 9th, 2014
TIME: 6:30 p.m. (Immediately following the Executive session scheduled at 6:00 pm)
PLACE: Tucson Mountain Baptist Church – 5757 W Ajo – Tucson, AZ

CALLED TO ORDER: 6:50 PM

Board of Directors Roll Call:

Present:

Dan Harper - President
Dave Blankenbaker – Vice President
Catherine Gordon – Treasurer
Ozzie Nelson – Director at Large

Absent:

Management: Kathy Thygersen, Community Association Manager
Chastity Crawford, Minute Taker

Quorum: Quorum is met with four (4) Members present

Homeowner Input:

No homeowner input at this time.

APPROVAL OF MINUTES

MOTION by Dave Blankenbaker to approve the October 10th, 2013 minutes;

SECONDED by Catherine Gordon

PASSED unanimously

Officer Reports

- **President** – Advised owner in the executive session of the rules – action taken.
- **Treasurer** – Reviewed the November financial since December was not available. The Board is working hard on delinquencies, have sent out notices, and taken attorney action on some. The attorney works on contingency, the HOA does not pay the attorney.

Approval of the financials

MOTION by Dan Harper to accept the Treasurers Report

SECONDED by Dave Blankenbaker

PASSED unanimously

Manager's Report

- Please refer to the attached report

Committee Reports

- **Architectural Requests Committee** – Dave Blankenbaker reviewed the ARC requests from August 2013 to December 2013.

MOTION by Ozzie Nelson to attach the violation reports without names to the minutes;
SECONDED by Dave Blankenbaker,
PASSED unanimously

Discussed cleanup of the lots owned by Caesar.

Kathy Thygersen and Dave Blankenber will follow up on an ARC item about mailboxes.

- **Nominating Committee** – Dan Harper asked for volunteers to stay after the meeting. The nominating committee will work on getting information to the homeowners about Board positions that are open and the volunteers that will be running for the Board.
 - **Annual Meeting Review** – The tentative date for the annual meeting is March 13th, 2014 at Tucson Mountain Baptist Church in a larger room. Jill Chamberlain suggested making a donation to the church since they are not charging for the use of their room.
 - **Confirm date of March 13th, 2014** - Homeowners will be provided the Annual Meeting information once the date, time, and location have been confirmed.

Business

- **Ratify Action in Lieu's:**
 - Approval of 2014 Budget – approved on October 31, 2013.
 - Appoint Catherine Gordon to position of Secretary and remain as Treasurer – approved on October 3, 2013.
 - Appoint Board members to terms as a result of the By Law change to three year terms – Blankenbaker to fill remaining term of Rohler which ends 2014. Nelson and Hapers terms extend to 2015 and Gordon and vacant position extend to 2016 – approved on October 31, 2013.
 - Renewal of the Web site hosting and Domain name – approved November 11, 2013.

MOTION by Dave Blankenbaker to ratify all action in lieu's ;
SECONDED by Ozzie Nelson;
PASSED unanimously

- **Rule enforcement** – Dave Blankenbaker asked for guidance from the Board on rule enforcement; discussion. The Board agreed to enforce the parking rules as stated in the rules and regulations.
- **Basin terminology reference to be changed to wildlife habitat/natural area** – discussion

MOTION by Dan Harper to change basin terminology to wildlife habitat/natural area;
SECONDED by Dave Blankenbaker;
PASSED unanimously

- **Require official survey be submitted with ARC requests for a wall** – discussion

MOTION by Dave Blankenbaker to require an official survey submitted with ARC requests for walls and ARC inspections pre-concrete, post concrete, and pre-construction; discussion
SECONDED by Dan Harper;
PASSED unanimously

ADJOURNMENT:

MOTION by Dan Harper to Adjourn at 7:40 PM;

SECONDED by Dave Blankenbaker;

PASSED unanimously

Approved



Star Valley
Homeowners Association
Managers Report
January 2014

Submitted By: Kathy Thygersen, Association Manager

MINUTES and AGENDA:

Please review the attached Minutes and Agenda prior to the meeting. If you email me with any changes prior to the meeting, I will have those changes completed for the meeting:

MANAGER'S Action and completed list:

Board Meeting - Tucson Mountain Baptist Church 5757 W Ajo Tucson, AZ – the location has changed due to Ryan Airfield no longer allowing use of the meeting room except for Airport business.

- Board packets sent via email – Copies will be brought to meeting for Board members.
- Fielded phone calls and emails from Homeowners when received and correspondence and communication forwarded to Board President and Vice President as per chain of command.
- Site Tours were done by Mr. Blankenbaker
- Sent out violation letters when the site Inspection list was received and as directed by Dave Blankenbaker – Site Inspector
- Delinquent letters and Quarterly statements mailed
- 1st Quarter 2014 statements mailed after the credit was issued.
- Review Association Invoices and bills as received and code for payment.
- Updated ARC spreadsheet – sent to committee chair as updated – I have attached the report of the history to present.
- Nomination committee to review if there are volunteers to run for position on Board and review the Annual Meeting – March 13th has tentatively been reserved at the church for the meeting.
- Ratify Action In Lieu's:
 - Approval of 2014 Budget – approved on October 31, 2013.
 - Appoint Catherine Gordon to position of Secretary and remain as Treasurer – approved on October 3, 2013.
 - Appoint Board members to terms as a result of the By Law change to three year terms – Blakenbaker to fill remaining term of Rohler which ends 2014. Nelson and Harpers terms extend to 2015 and Gordon and vacant position extend to 2016 - Approved on October 31, 2013.
 - Renewal of the Web site hosting and Domain name – approved November 11, 2013.
- Received correspondence from Mr. Baird and all communication and correspondence was sent to Board for direction. This is an Executive session topic and on Executive Agenda.
- Received correspondence from Ramses Stevens and all communication and correspondence was sent to Board for direction. This is an Executive session topic and on Executive Agenda.
- Lot Hearing scheduled and owner notified via mail, certified mail and email This is an Executive session topic and on Executive Agenda.

Chart of Board terms/Positions: Board assigned the residual one-year term to Blankenbaker. Note that, under the new 3-year term rule, the terms for Nelson and Harper have been extended by one year to 2015 and that ONLY ONE position is open for election in 2014.

Linthicum's resignation leaves one position vacant that can be filled by Board appointment. That position is not up for election. When that position will be filled, is up to the option of the Board.

Attached to this report is the chart showing the above information.

November financials are in Board packet. The December 2013 financials will not be available for treasurer review until after the meeting date as the year end financials take longer to complete.