

STAR VALLEY HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

DATE: January 13, 2011

TIME: 6:30 p.m.

PLACE: Ryan Airfield Conference Room in the Tucson Airport Authority Building

Homeowner Input: 6 homeowners present; no input at this time.

CALLED TO ORDER: 6:30 PM

ROLL CALL:

Present:

Dave Blankenbaker	President
Jim Williamson	Secretary
Dan Harper	Vice President
Marc Borom	Treasurer

Absent:

Dan Brees	Director at Large
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MANAGEMENT:

Kathy Thygersen, Community Association Manager
Chastity Crawford, Minute Taker

QUORUM:

Three (3) Directors are required to conduct a meeting; quorum is met with 4 directors present.

MINUTES:

Approval of the November 17th, 2010 Regular Meeting Minutes

Two versions of the November 17th, 2010 minutes were discussed. **MOTION** by Mr. Williamson to approve the PDF copy of the Minutes from November 17th, 2010 changing Mr. Borom to Dr. Borom; seconded by Mr. Harper; discussion ensued and **PASSED** unanimously.

OFFICER REPORTS:

President – The attorney sent a letter to SVA Corporation; there is an error in paragraph two where it states **(the property (described as Lots 61, 151, and 152) would revert to SVA Corporation within 10 days of a written request from SVA or Lawrence Cesare to the Association to execute a deed to the property in favor of SVA or Mr. Cesare.)** The reverter clause is automatic and the attorney is to correct this in some manner. Discussion ensued about the attorney action taken; Mr. Blankenbaker requested input from all Board members on this matter. Correspondence from the attorney should come to the Board for review before it is mailed out to a homeowner.

Treasurer

Operating	Reserve	Delinquencies	Prepaid
\$17,936.40	\$25,037.74	\$9547.86	\$3172.92

Mrs. Thygersen suggests moving some of the excess operating funds to reserves. There is a suggestion from a homeowner to check interest rates.

MOTION by Mr. Harper to approve the Treasurers Report; seconded by Mr. Blankenbaker and **PASSED** unanimously.

MANAGER'S REPORT:

See attached

MOTION by Mr. Williamson to write off the balances on Lots 5, 43, 110, and 118; seconded by Mr. Blankenbaker and **PASSED** unanimously.

COMMITTEE REPORTS:

ACC: Mr. Ray Perry reported that one request was received in December for installation of solar tubes and was approved. There have been no requests so far in January.

OLD BUSINESS:

- Distribution of changes made in Rules, CC&R's and bylaws – Rules and Regulations have been sent out, bylaw changes need to be sent out. Design Guidelines and motor home parking discussed. **MOTION** by Mr. Williamson to send out all changes with the Annual Meeting Notice; seconded by Dr. Borom and **PASSED** unanimously. The website should also be updated.
- Inaction of lawyer – Discussed during the President's Report.

NEW BUSINESS:

- Approval of Audit for 2010 – **MOTION** by Mr. Blankenbaker to accept the same auditor as last year to do the compilation/taxes; seconded by Dr. Borom and **PASSED** unanimously.
- Officer's duties and expectations – Discussed during approval of the minutes.
- Grandfather Clause – Discussed grandfathering in homes **as is** when purchased so the new homeowner is not held responsible for what was already there. Discussed the amount of waivers and variances that are granted. The Board asked Mrs. Thygersen if she can compile a list of ARC requests.
- Annual Meeting – **MOTION** by Mr. Williamson to mail the Annual Meeting packet out no later than February 18th, 2011; seconded by Mr. Blankenbaker and **PASSED** unanimously. Discussion about homeowners that may want to run for the Board but there does not seem to be anyone that is interested.

ADJOURNMENT:

MOTION by Mr. Williamson to adjourn the meeting and to notify homeowners of the upcoming Annual meeting in March along with the regular board meeting in May; no second on this **MOTION**; it was **WITHDRAWN** by Mr. Williamson. **MOTION** by Mr. Williamson to adjourn at 7:46 PM; seconded by Mr. Blankenbaker and **PASSED** unanimously.

NEXT MEETING: Thursday March 10, 2011 – 6:30 PM Ryan Airfield



Star Valley Homeowners Association

**A. Monthly Managers Report
January 2011**

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 LIST:

- Scheduled Board Meeting for January 13th, 2011- Ryan Air Field
Board packets sent January 7th via email – one copied mailed to Mr. Williamson. Copies will be brought to meeting for Board members.
- Fielded phone calls and emails from Homeowners – *On-Going*
- Late notices sent out – *As - Needed*
- Site Tours are being done by Mr. Blankenbaker
- Sent out violation letters and/ or friendly reminder postcards – *as requested from Mr. Blankenbaker's site tour.*
- Quarterly statements mailed
- Review Association Invoices and bills as received and code for payment.
- Spoke to Lot 63 Mr. Whitbread in regards to the violation of more than three vehicles in the rear yard. Mr. Whitbread does not agree with the violation and following conversation with homeowner, management notified Board President.
- No ARC requests received.
- Welcome letters sent to new homeowners:
 - ☐ 7208 W Brightwater Way – Mario Castellannos
 - ☐ 8288 W. Brightwater Way – Roger and Jackie Pilkington
 - ☐ 7224 W. Timberleaf Dr. – J. Mark & Kathy Jackson
 - ☐ 7344 W. Timberleaf Dr. – US Bank (foreclosed on prior owner as of 9/21/10)
- Poll Question Results – it seems that the postcards have stopped being received and the tally as of 1/4/11 is: 57 to eliminate HOA and 28 to Keep HOA

FINANCIAL REVIEW:

In reviewing the Aged receivables the following lots are suggested for write off due to foreclosure and other as noted below:

Lot 005 – Ontiveros – property foreclosed 9/13/10 - \$ 745.69 due at time of foreclosure

Lot 043- Gonzales – house sold and 7/6/05 and amount of \$ 39.66 was owed at that time – the Resale process was not followed by seller/buyer and therefore the amount owed was not collected. Suggest the amount be written off as uncollectable as it has been over 5 years.

Lot 110 – Valdez – property foreclosed 7/27/10 - \$ 20.28 due at time of foreclosure

Lot 118 – Cook – property foreclosed 9/21/10 - \$44.28 due at time of foreclosure

Lot 030 – payment plan was arranged in August of 2010 for \$50.00 per month. No payment has been made since August. Sent a late notice letter to homeowner regarding amount due in full, since payment plan was not followed.

Accounts in Collections:

Several lots continue to be in Cadden Collections and homeowners have not responded. Suggest the Board review an option of sending these accounts to an Attorney for further legal collections process. There are several attorneys who have plans that enable the HOA to use them for collections – one has a contingency plan that does not cost the Association, they collect in full from homeowner and payments are split when received (ie: HOA gets partial of check and they keep partial, but both HOA and attorney collect the full amount owed) Two other attorneys have a 90 day plan whereby they will review the account and make a determination and demand for payment. If the debt is collected in full within the 90 days there is no cost to the Association. After 90 days they report to the Association if they feel the debt is worth pursuing legally and the Association will pay a percentage of what is collected to the Attorney for their cost. If the Association would like to further pursue using an Attorney for further collections, Management can request that the attorneys come to a Board meeting and review the plans they have available. This will allow the Board to make an informed decision as to how to proceed with collections on those accounts that remain outstanding. The Attorneys are able to file judgments', garnish wages, send demand letters, etc. Cadden collections cannot do this, what we do is initially offer payment plan, lien is placed. After that no further demand letters are sent and no collection calls are made.