

Catalina Pueblo Association
Board of Directors Meeting – October 26, 2013
2611 E. Avenida de Maria

Members Present:

Jean Paine, Carol Sinclair, David Scott Allen, Pat Wagner, Hal Grieve, Connie Church

Visitors Present: Donn Poll, Acting Treasurer

President, Jean Paine, called the meeting to order at 9:46 am.

David moved, seconded by Pat to approve the May 2013 minutes. The vote was unanimous.

Officer/Committee Reports

Pools, Hal Grieve

Hal was pleased to report that the pools are in very good shape.

He plans to turn off heaters at Minera and Caballo pools this coming week. He will work with Connie to have 5 signs designed and printed to be placed on the gates stating that the pool is unheated for the season. He asked that a notice be put into the November 1st newsletter announcing the fact that Minera and Caballo will be unheated.

He is checking into the best option for repairing/replacing pool furniture at Minera.

Social, David Scott Allen

The Halloween Party will take place today at the Adelita Pool. Jean, Pat and Mark will help David set-up and clean-up.

David has given all the new residents (except the Davis' who just purchased 2749 Posada) their Welcome Notebook and pool passes (keys as needed). He was able to personally welcome each new resident. It was pointed out that one of the new residents is using a non-authorized trash hauler so Jean will mention that Robert Howe is the only authorized trash collector in her President's column in the upcoming newsletter. Connie will contact Robert with names and addresses of all the new residents who have moved in this year.

We do not have a house secured for the Holiday Party yet. This will be mentioned in the newsletter in the hopes that someone will come forward to host.

Acting Treasurer, Donn Poll

Donn met with Gene Gieseler for the annual review/audit of the Association's books. Together they changed, slightly, the format used for monthly "Statement of Cash Flow and Budget". These changes make the reports easier to read and more relevant. Gene suggested a change in the By-Laws to indicate books should be "reviewed" instead of "audited" as audit infers an expensive review done by an accounting professional instead of the yearly review by a third party which is Section 7's actual intent. He further suggests that Semi-annual be changed to Annual.

Section 7. The Treasurer shall have custody of all funds of the Association which may come into his/her hands; shall open a bank account or accounts in the name of the Association and shall deposit all monies of the Association therein; shall endorse for collection on behalf of the Association checks, notes, and other obligations and deposit same in the bank or such

depositories as may be designated by the Board of Directors; shall sign receipts and vouchers for payments made to the Association and sign with the President or his/her designated agent all checks made by the Association to pay out and disburse money under the Association name; shall make financial reports monthly to the Board of Directors and quarterly to the members of the Association; and shall keep an accurate record of all receipts and disbursements of monies of this Association. Whenever required by the Board of Directors, the Treasurer shall render a statement of his/her cash account. He/She shall submit a written report to the members of the Association at its Annual Meeting and shall perform all duties incident to his/her office, subject to the control of the Board of Directors. [Semi-annual financial reports shall be audited by a member of the Association, other than a Director, appointed by the President.](#)

There was a mix-up with Progressive Pools so we were not receiving bills. This has been straightened out and they have been paid in full and will use the correct email in the future.

Donn will file for new pool licenses in November and give the county the new HOA post box address.

Donn will develop a checklist of monthly/yearly duties of the Treasurer in hopes of standardizing and simplifying this job for each new treasurer.

He reported that our Money Market account is, indeed, FDIC insured. There was conversation about exploring the possibility of investments that would be safe but give a better rate of return as it is agreed that our Reserve Account will be needed in the future for repairs/reconstruction of community assets such as our pools. The board will continue this discussion about investments as well as additional funding options at the next board meeting with an eye toward discussion at the next annual meeting.

Landscape Architecture, Pat Wagner

The board received a certified letter from the homeowner at 2717 Posada in response to the board's request to provide the promised Pima County permit for her garage construction. According to the county, the homeowner applied for said permit in May but has not had the required inspection. Pat will write the homeowner a letter outlining the necessary steps that must be taken within 30 days to put the project in compliance with our HOA governing documents.

The homeowner at 6231 Campbell has not completed landscape and property maintenance as officially outlined in a letter sent March 20, 2012. The board continues to receive complaints from neighbors about this property. David moved, seconded by Jean that the board take action as discussed. The vote was unanimous. To that end, Pat will again contact the homeowner.

Pat presented new wording for Item #6 on the Landscape/Architecture form. Carol moved, Hal seconded that it be accepted as written. The vote was unanimous. Wording below:

6. IMPORTANT: THE PROJECT MUST COMPLY WITH PIMA COUNTY CODES AND ZONING. It is the homeowner's responsibility to determine if the proposed project requires a permit from Pima County; this information must be reported on page 2 of this form. Before a permit is obtained, the Board will consider the project and either grant initial approval, deny the application, or request further information. If initial approval is granted, final approval to begin construction will not be granted until necessary permits are obtained and submitted to the Board along with a copy of the permit application. If it is determined that no permits are required, the Board may forgo the initial approval stage and grant final approval.

Carol Sinclair, Vice President/Rental Enforcement

At this time there are 14 properties grandfathered as rentals. Two of these properties have not been rented in the past year. Two other properties will be/are listed for sale. One of the three properties historically used for short-term rentals now as a 3-year lease (lease provided to board).

Per the First Amendment, the permitted number of rentals is 11 (after attrition of grandfathered properties). Since we are seeing this end in sight, Carol suggests we start forming a policy to grant rental status. After discussion, it was felt that Jean should invite opinions from the community in her Presidential newsletter column.

Carol will email Connie the names and addresses of new long-term tenants so they may be added to the email distribution list and be listed in the directory.

Secretary, Connie Church

The website has well and truly crashed and nothing current can be added. Work on a new one website can no longer be postponed so she will commence building a new one with different software. We will leave the old site up until the new one is fleshed out sufficiently as once the new site is published, the old one disappears.

New Business:

Nominating Committee:

Jean asked David to head the Nominating Committee and select one non-board member to serve with him. Connie, David and Carol's terms are up. Donn is no longer board eligible.

Parking:

Jean and Connie will work on verbiage of "no parking" signs for the pools. It was decided that we needed a policy to allow limited overnight parking at pools for special, non-recurring situations (i.e. garage construction, special family events). After board discussion on this policy, it was decided that Jean and Connie work on wording for the policy which will involve a permitting process and, after review of board via email, outline the procedure in the President's column in the upcoming newsletter.

There was no further business, David moved, Hal seconded the motion to adjourn. The vote was unanimous adjourning the meeting at 11:35.