

Cielito Lindo de Tubac

Board of Directors Meeting Agenda

October 12, 2020 5:30pm

Please join my meeting from your computer, tablet, or smartphone.

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United States: +1 (408) 650-3123

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1. Call to Order/Establish Quorum/Roll Call-Meeting called to order at 5:30pm.

Lois Zettlemoyer – President-Present

James Horn – Vice President-Present

Cathy Marrero – Secretary-Present

Kevin Baker – Member at Large/DRC Chairperson-Present

Hilde McNeil – Treasurer-Present

2. Ratify Approval of Meeting Minutes

A. 8.17.2020, Regular Board of Directors Meeting-Minutes reviewed. Minutes were approved by unanimous consent.

B. Ratify Action in Lieu to accept storm damage insurance addendum \$409 Annual Premium-Unanimous approval to ratify the acceptance of the insurance addendum.

3. Presidents Report-Lois Zettlemoyer reported that the wash on the west side has been completed and thanked Leo Francis for her time and effort with the wash and storm clean-up. Lois also noted that the landscape committee has requested bids for tree trimming in the Spring. Nominations to the board are currently being pursued.

4. Management Report-Provided

5. Financial Report

A. June through September 2020-Reviewed

B. 2020 Preliminary Draft Budget-Budget provided in the Boards packet. Board member and committee chairs will email specific budget requirements to management prior to the November Special budget meeting.

6. Committee Reports

A. Design Review Committee-Kevin Baker-Kevin invited members to review his report in the latest newsletter.

B. Painting Committee-Robert Moore typically reviews painting needs in October or November.

C. Landscape Committee-Cathy Marrero/Leo Francis-Leo Francis noted that the irrigation has been repaired in front of Trudy Nowak's home. Almost complete with storm repair. Chula Vista sending \$300 credit for some dying Lantana.

- Monstrosity Proposal by Committee/Informative Letter by Lois Zettlemoyer-A motion was made, seconded, and carried to ban Monstrosity Tree Service from working in the community per the Landscape Committee's request. (Zettlemoyer/Baker) Discussion held. Vote was 4 against and 1 for. Motion failed.

- Tree Trimming-Cathy noted that the committee requested management obtain two bids for tree trimming services other than Juan Barba.

D. Pool Committee-Maggie Steffen/Lynn Baker-Maggie Steffen reported that all is working well. Electrician came and changed the circuitry so that pool and spa are on separate controls. Awaiting approval for heater installation. Pool committee members pitching in and keeping things cleaned up. Committee would like to do away with sign-in sheet. Discussion held concerning the sign-in sheet. It was agreed to continue using the sign in sheet through the end of the year. It was requested that a blast be sent out to ask folks to remind members to sign in not just themselves but those who attend with them.

- Rewiring of Electrical Box Completed-\$550-Work completed.
- Spa Heater Quote \$3,050. Motion made, seconded, and carried to replace the spa heater with a Raypack commercial grade heater in the amount of \$3,100. (Zettlemoyer/Baker) The possibility of adding a water softener will be researched.

E. Newsletter-Hilde McNeil-Hilde

- Appoint Sharon Pierce as co-chair/co-editor-Motion made seconded and carried to add Sharon Pierce as a co-editor for the newsletter. (McNeil/Horn) Motion passed unanimously.

- F. Nomination Committee-Jim Horn-Judith Noyes volunteered to run for the board. Jim noted he may have another possibility but will give them some time to think about it before sharing their information with the Board.
- G. Road Committee-Bob Roberts/Colin Steffen-Table until November Meeting.

7. Old Business

- A. Communication Policy-Table until next work session. Will vote on policy at the December meeting.
- B. Accept Job Descriptions-Job descriptions reviewed. A motion was made to approve the job descriptions and post them to the community website. (Zettlemoyer/Baker)
Leo Francis suggested edits to President's description and will send her suggestions to the President for incorporation. The board will approve by action in lieu once the edits have been made.

8. New Business

- A. Information Regarding New Attorney Representation-Table until work session and vote on at December meeting.
- B. Common Area Tree concern, beehive 25 feet high in the tree. Management will call a no kill bee service if available or Southwest Grounds to remove the hive.
- C. Collection Tank Proposal-Leo Francis submitted a proposal to add and adhoc committee to research the possibility of rainwater harvesting devises. A motion was made, seconded, and carried to authorize the creation of an adhoc per Leo Francis request. (Zettlemoyer/Marrero) Leo will work on gathering volunteers for the committee and will inform the board of her progress.
- D. Email Statements-It was noted that several members have reported issues with receiving email statements. Management will investigate the issue.
- E. Committee Meeting Minutes-Lois reported that committee meeting minutes will be added to the website under a password protected page for easy access by members.

9. Member Forum

- 10. **Adjournment and Next Meeting**-Next Meeting, November 9th budget meeting and regular meetings planned for December 14th, 2020. 2021 Dates: February 3rd, April 12th, June 14th, October 11th, December 13th.