



## MINUTES

Tuesday, November 13, 2018, Tierra Santa Pool Room, 7:00 pm

Board members present: Rusty Dargel, Tim Bruce, Norma Wilson, Drew Hadzima, Dennis Slavin, and Hannah McCann.

Others present: Daryl Smith of Smith Security Systems and Sevin with Century Security Group

### Welcome

Vendor Presentations – President Dargel introduced the vendors and asked them to make their presentations regarding electronic surveillance for the Tierra Santa community by increasing camera surveillance at the two entrances to the community. Smith Security Systems presented a system that would provide camera coverage at both entrances with a cost of \$5,700 for installation and a maintenance contract of \$47.50 per month. Century Security Group made a similar presentation for a cost of \$6,850 for installation and said they would provide a maintenance agreement if we wanted.

The board thanked them for their presentations.

Approval of Minutes - The minutes from the October 9, 2018 Board Meeting were read. A **motion** was made, seconded, and approved to accept the minutes as corrected.

Treasurer's Report - The Treasurer gave October's Treasurer's report. October began with a balance of \$78,279.89; the POA incurred expenses of \$17,630.15; made deposits of \$16,066.76; and, ended the month with a net balance of \$76,716.50. The Reserve Fund has a balance of \$96,677.95 resulting in a combined balance of \$173,394.45. A **motion** was made and seconded to approve the Treasurer's Report as presented. The motion carried.

It was suggested that the board consider a raise for the POA Business Manager to \$725 per month beginning January 1, 2019. The motion was made, seconded, and carried.

### Executive Session of Board Meeting

President Dargel asked that the board move into Executive Session to discuss community items as there were important time sensitive items and there is a possibility of losing a quorum if the meeting were to extend too late.

A **motion** was made, seconded, and carried to enter into Executive Session. Following completion of business discussed in Executive Session, a motion was made to close the Executive Session and re-enter the General Session of the Board Meeting. A **motion** was made,

seconded, and carried to close the Executive Session and re-enter the General Session of the Board Meeting.

After the Executive Session, the Board acted on motions that were proposed during the Executive Session. The following motions were acted on:

A **motion** was made to reword Article V Section 5.1 of the By-Laws, with attorney's confirmation, as follows: The number of Board Members of the ASSOCIATION shall not be less than five (5) nor more than seven (7). Every Member of the BOARD must have an ownership interest in a LOT which is part of the property subject of the DECLARATION and be current on dues with no past dues, penalties or interest. At least five (5) Members on the Board must be resident owners and all Trustees must be LOT owners. The motion was seconded and carried.

A **motion** was made to specify February as the month during which the Annual Meeting will be held in Article 4 Section 4.4 of the By-Laws, with the attorney's confirmation. The motion was seconded and carried.

A **motion** was made to replace the wording in Article 4 Section 4.5 of the By-laws, with the attorney's confirmation, with the following: Notice of any annual meeting of the Members of the ASSOCIATION shall be required. Notice shall be emailed to and placed in LOT owner mailboxes 10 to 60 days prior to the Annual Meeting and the date shall also be placed on the website 10 to 60 days prior to the date of the Annual Meeting. Lot owners who receive their mail at another location besides their lot will be emailed and sent a postal letter of information. Also, a sign notifying LOT owners will be place at the Westgate entrance and the Texas entrance 1 week prior to the Annual Meeting. However, in an emergency such as severe weather or the illness of a board officer, the board reserves the right to change the date and time of the meeting as necessary and with notice given to the members. The motion was seconded and carried.

A **motion** was made to clarify the language found in Article 5 Section 5.3.B.f by including the following wording regarding the beginning of an elected term of a BOARD Member: Each term of office shall begin immediately upon election at the Annual Meeting in February. This wording will be included in the By-Laws with a passing motion and the attorney's approval. The motion was seconded and carried.

These changes to the By-Laws will be taken to the POA Attorney for review and confirmation. They will be included in the By-Laws immediately upon Attorney's approval.

#### Committee Reports

Finance Committee – The finances are doing well and a strong finish to budget is expected.

Website – The Chair reported that the website is currently up-to-date.

Security – The Elika system at the Texas gate appears to be working. The mechanism for the exit gate is still not available from the company. Notices will be given to the homeowners prior to the complete conversion.

The guards are now on duty 6 pm to 5 am daily.

ACC – The Chair reported that the approved projects were all completed or nearing completion. No new homes have been approved at this point.

Buildings and Grounds – The board reviewed a bid to paint the Texas Sign for \$475. A **motion** was made and seconded to accept the bid. The motion carried.

It was commented that the Wall along Tierra Santa looked really good after being painted.

A bid for \$1,080 for 4 Segos to be planted along the eastern side of Tierra Santa Boulevard immediately after the Westgate entrance. This was to be done to provide more symmetry to the landscaping in the area. A motion was made and seconded to accept the bid. The motion passed with a vote of five (5) votes for and one (1) vote against.

Covenant Enforcement – The Board reviewed various incidents and their resolutions or ongoing work being done to bring properties into compliance.

Pool and Playground – The AC unit in the Pool Office had been replaced. Since installation, the coil froze and caused a leak in the ceiling. We are waiting to have the ceiling repaired when additional work needs to be done.

#### Old Business

It was reported that Letters had been sent to the Homeowners regarding dues for 2019.

The President reminded the Board that the Annual Christmas Dinner for the POA Board would be held at Cortino's Restaurant on December 11 at 7 pm.

A **motion** was made to keep Christmas Bonuses the same as last year except for the Business Manager and Victor whose bonuses would be increased to \$100. The motion was seconded and carried.

#### Other Business

The Business Manager handed out windshield stickers for 2019.

The next meeting will be in January 2019.

#### Adjournment

A **motion** was made, seconded, and approved to adjourn.

Respectfully submitted,

Hannah McCann  
Recording Secretary

In accordance with the normal practice this Agenda is given in good faith and in confidence, without legal liability on behalf of the author or of the Property Owners Association of Tierra Santa, Inc. Board of Directors.