

**TU CASA HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
January 19, 2022
REGULAR MEETING MINUTES**

BOARD MEMBERS PRESENT

Kirk Cowles	President
Linda Shafer	Secretary
Kevin Mc Allister	Vice President
Kathleen Rohan	Treasurer
Paul Tecker	Member at Large

BOARD MEMBERS ABSENT

None

ALSO PRESENT:

Cori Shipp Community Association Manager
As well as several homeowners

CALL TO ORDER:

The Meeting was called to order at 5:00 P.M. and was held at the Community Clubhouse.

OPEN FORUM:

Below is a brief description of homeowner discussion topics during Open Forum:

- Don Gilliland – reported elevator issues that need repair and requested a deck inspection on his unit first because he is in the process of changing out tile.
- Keyur Nagrik - asked to have 2 or 3 owners act as a design committee to update different areas of the community.
- Kathleen and Dean Rohan - Reported the pool gate post be secured due to people climbing over it.
- Laura Slough and Mo Nowell – discussed the tree in front of their unit and having it trimmed.
- Ken McJimsey – Request the Board address miscellaneous furniture being left in pool area.
- Karen Cowles – commented great job by new landscapers. Asked about guidelines for getting multiple bids.

PRESIDENTS REPORT:

No report this month.

APPOINT NEW BOARD MEMBER:

Upon a Motion made by Linda Shafer, seconded by Paul Tecker and carried, it was:

RESOLVED; to approve appointing Kathleen Rohan to fill Gerrie Boone's remaining term.

MEETING MINUTES:

The Board reviewed the previous Regular Meeting Minutes. *Upon a Motion made by Linda Shafer, seconded by Paul Tecker and carried, it was:*

RESOLVED; to approve the Regular Minutes from November 17, 2021 as presented.

COMMITTEE REPORTS:

Maintenance/Landscape - Linda Shafer reported we are working with a new landscaping company and they are doing a great job. Also the landscapers adjusted the irrigation behind the clubhouse due to over-saturation. If anyone has concerns to provide the concerns to Management so those can be addressed on the walk through. Linda also reported the Board will have the large tree in front of unit 5 thinned out. Linda reminded owners she and Management meet on the first Thursday of each month at 9:30am to walk the property with the Landscape Company and create an action list for routine maintenance. Homeowners are welcome to attend or provide concerns in writing for review on the walk through. New Landscape company has been focused on cleaning up the property.

Communications - Linda Shafer and Kathleen Rohan will work together to produce quarterly newsletter.

Rules - Paul Tecker will set date/time to meet to draft rules for Fitness Center and tweak Waiver Form drafted by Keyur. Will look to maintain either the signed Waiver Forms or list of owners that have completed the Waiver Form on Tu Casa' website so we can all help self-police.

Architectural – Kevin McAllister to set date/time to meet to discuss:

- **Driveway Sub-committee** – Dean Rohan delivered one quote from Fiske Landscape. Keyur should have 3 additional quotes by next week. Once we have quotes, Kirk and Keyur will talk to Kirk's contact at the City to ask suggestions for how to go about requesting variance. Requested committee also try to address repairing the driveway ribbons ASAP because of the trip hazard.
- **Fitness Room** – is almost complete.
- **Design Team** – Board agreed with suggestion of a "Design Team" sub-committee. Nominated Kathleen Rohan, Laura Slough and Tina Nagrik as the committee leaders. They will work to develop a coordinated theme and inexpensive design plan for common areas (lobby, stairwells, fitness room, rec room, driveways etc). Theme will be coordinated to go with John Wayne construction renderings on Tu Casa Website. Team will bring their suggestions and a requested budget to the next Board Meeting in March.

UNFINISHED BUSINESS:

Heating the pool - Upon a Motion made by Linda Shafer, seconded by Kirk Cowles and carried, it was: *RESOLVED; to approve keeping the pool heated all year.*

NEW BUSINESS:

Bid to trim tree in front of #5 - Upon a Motion made by Linda Shafer, seconded by Paul Tecker and carried, it was:

RESOLVED; to approve having the tree trimmed in front of #5 as long as the cost does not exceed \$800 and have the tree trimmers meet with 3 owners affected.

Re-designate Officer and committee Positions - The Board agreed to appoint the following homeowners to the Committees and Officer positions listed below:

Committee Members:

Landscape Committee - Linda Shafer

Communications Committee - Linda Shafer and Kathleen Rohan

Rules Committee - Paul Tecker will act as the Committee Chair and Keyur will also act as the Rules Committee member.

Architectural Committee - Kevin McAllister will act as the Architectural Committee Chair.

Officer Positions:

President – Kirk Cowles

Vice President – Kevin McAllister

Secretary – Kathleen Rohan

Treasurer – Linda Shafer

Member at Large – Paul Tecker

Deck inspection report - Alex from Focus Inspection called into the meeting to discuss their deck inspection report. The Board asked Alex to provide a bid for a full scope of work that can be provided to contractors to

have issues corrected as well as a detailed explanation of what needs to be done to unit 30 to correct the sloping issue on their deck. Keyur Nagrik asked for a copy of the report to discuss a plan of action with the Board.

Earthquake Coverage - The Board discussed that owners can purchase additional insurance through their own insurance provider, to cover assessments incurred due to earthquake damage since the HOA does not provide Earthquake coverage.

Discuss Board approval process - The Board discussed creating a design team as a sub-committee of the Architectural Committee and agreed to appoint Laura Slough, Kathleen and Dean Rohan and Keyur and Tina Nagrik to that committee to come up with a design for the overall community, to bring the community up to date. The Committee will present their ideas to the Board at the next meeting for the Board's approval.

Homeowners volunteer work - Design Team will reach out to owner of Unit 3 to discuss options and bring a suggestion to the Board.

Approve additional funds for gym renovations - *Upon a Motion made by Kirk Cowles, seconded by Linda Shafer and carried, it was:*

***RESOLVED;** to approve allowing the Gym Renovation Committee to spend an additional \$2,500 to complete the renovations due to unforeseen accessories that were needed such as new ceiling lights and wall removal and bathtub and additional flooring needed in the bathroom due to bathtub removal as well as removed unsafe ceiling fan. All equipment is being donated to the HOA by homeowners.*

Re-key gym gate - *Upon a Motion made by Kirk Cowles, seconded by Linda Shafer and carried, it was:*

***RESOLVED;** to approve re-keying the gate lock to the gym, to match the common area key or a combo lock after further research is done.*

Bi-monthly meetings - *Upon a Motion made by Kirk Cowles, seconded by Linda Shafer and carried, it was:*

***RESOLVED;** to approve reducing the meetings to bi-monthly meetings.*

FINANCIALS:

The current financials were reviewed. Upon a motion made, seconded and carried, it was:

RESOLVED: to receive and file the November and December 2021 financials, pending a year-end financial Review, by a Certified Public Accountant.

OVERVIEW OF EXECUTIVE MEETING:

The Board reviewed delinquencies, disciplinary actions and approved the Executive Meeting Minutes from the prior meeting.

NEXT MEETING DATE:

Scheduled for March 16, 2021 PM.

ADJOURNMENT:

Upon a Motion made by Linda Shafer, seconded by Paul Tecker, and carried, it was:

***RESOLVED;** to approve adjourning the Regular Meeting at 7:15 p.m.*

Approve: _____

Date: _____