

**Casas Adobes Terrace Homeowners Association
Board of Directors Meeting Minutes
Christ the King Church – Library – 2800 Ina Road
December 8, 2015
As approved on January 28, 2016**

Present: Rich Baumann and Howard Buehler. Also present was Heather Donlan representing Associa Arizona.

Absent/Excused: Peggy Ober

Call to Order/Adoption of Agenda

The meeting was called to order at 6:30 p.m.

Homeowner Forum

- No Discussion

CC&R Compliance

Hearing

- No Discussion

Follow-Up

- Lot 028 – Paint solar boxes – The Homeowner is working with Solar City
- Lot 029 – Changed paint colors without approval – Fines
- Lot 078 – Missing roof tiles – paint fascia – air conditioner has been removed – Fines issued and continuing.
- Lot 100 – Paint solar boxes – Completed 12/01/15 pending ACC final approval
- Lot 101 – Pending - to be done the week of 12/07/15
- Lot 173 – Paint house by front entrance – The Homeowner previously requested an extension to correct the violation

Ms. Donlan was requested to notify the Board when the last letter was issued.

Correspondence/Telephone

- Lot 038 – Reconsideration of Fines
The fines will be waived if the violation does not occur again within six months.
- Lot 157 – Communication
The Board reviewed the violation history for this property. The trash container fine will be waived if the violation does not occur again within six months.

Approval of Minutes

A motion to approve the September 29, 2015 Board Meeting minutes and October 29, 2015 Organizational Meeting as amended was made, seconded and passed with a unanimous vote.

A motion to adopt the September 1, 2015 and October 6, 2015 approved ACC Meeting minutes was made, seconded and passed with a unanimous vote.

Financial Report

- The September 30, 2015 and October 31, 2015 financials were provided for review.
- Delinquencies were discussed.

Officer, Committee and Management Reports

Officers Reports

- No Report

ACC

- The Board discussed requiring Homeowners to paint solar boxes within 30-days of installation.

Landscape

- No Report

Website

- No Report

Associa Arizona Management Report

- A written report was included in the Board packet.

Old Business

Insurance Bids – Status Report

- Tabled pending review of 2016 bills in January.

CD Funds Reinvest

- Tabled pending evaluation of alternatives.

Transfer/Disclosure Packet & CD

- Tabled

New Business

January 1, 2016 Billing Statement and Newsletter

- Homeowners can submit the ACH form to Associa Arizona and the payment will be automatically drafted from their account.
- Homeowners can pay online with a credit card for a fee.
- The board discussed the Newsletter appearance and articles.
- The Newsletter will be mailed by Friday.

Number of Board Members Resolution

- A Resolution to rescind and replace the existing the Number of Board Members Resolution was provided for review.
A motion to approve the Board Member Resolution was made, seconded and passed with a unanimous vote.

2016 Key Date Calendar

- Management provide the Board with a list of Key Dates for 2016. Updates will be made when an alternate meeting date for March is chosen.

Initial Discussion of Potential Changes to Violation Letter Template Choices

- The Board reviewed the current fine policy.
- The Board discussed removing the 14-day correction time from the template of the letter and adding it to the violation description.
- Discussion was tabled for further consideration.

As Brought Forth

- No Discussion

Next Meeting

- January 28, 2016 – Board Meeting

Once Around the Table

- No Discussion

Adjournment

With no further business to discuss a motion to adjourn the meeting at 7:58 p.m. was made, seconded and passed unanimously.