

Casas Adobes Terrace Homeowners Association

Tuesday, October 25, 2011 Annual Meeting Minutes

(As approved at October 23, 2012 Annual Meeting)

The Annual Meeting of the Casas Adobes Terrace Homeowners Association was held on October 25, 2011 at 6:30 p.m. at Christ the King Episcopal Church, 2800 W Ina Road, Tucson, Arizona. Board members present were Rich Bauman, Wilbur Beemer, Colleen Fernandes, Victor Lim and Gene Thompson. Representing Lewis Management Resources (LMR) were Grant Parker, Heather Plunkett. The annual election of Board of Directors and approval of the 2010 Annual Meeting minutes was held.

1. Call Meeting to Order

The Annual Meeting of Casas Adobes Terrace was called to order at 6:30 p.m. Quorum was attained with 31 Homeowners represented in person or by absentee ballot.

2. Adoption of Agenda

A motion to move the approval of the Annual Meeting minutes to after community update was made, seconded and passed with a unanimous vote.

3. Introductions

- a. Each Board member was introduced to those present.
- b. Homeowners were given the opportunity to introduce themselves.
- c. Grant Parker and Heather Plunkett were introduced as the LMR representatives. Mr. Parker provided information on LMR. Associa is the parent company owned by Texas State Senator John Corona. They own 50 property management companies in the United States.

4. Committee Reports/Community Update

President's Report

- a. LMR is the management company effective November 1, 2011 at a substantial savings.
- b. The Board looks forward to a close working relationship with LMR.
- c. The Board experienced turmoil with the previous smaller management companies.
- d. Homeowners were thanked for putting their trust in the Board.
- e. The Board encourages community involvement.
- f. The Board has been able to take control of violations including parking.
- g. Expenses will be under budget for 2011 due to management company change.
- h. The Association has a website with all of the governing documents and newsletters and minutes. A volunteer is needed to take over the website.
- i. Policies have been updated and revised and are also posted on the website.

Financial Report Including 2012 Budget and Assessment

- a. The 2012 Budget was provided for review.
- b. Office Supplies and Miscellaneous were added as new budget line items.
- c. The assessment rate will remain the same.
- d. Ms. Fernandes thanked the Homeowners for allowing her to serve on the Board.
- e. She challenged Homeowners to attend at least one Board meeting over the next year.
- f. Meetings are the fourth Tuesday of every month with the exception of November and December.
- g. Joe Fernandes was thanked for posting the meetings on the website and on the entrance signage.

Landscaping Report

- a. The landscapers are doing a good job maintaining the common areas along the walls, retention basins and entrances.
- b. It costs approximately \$7,500.00 per year in water to keep the grass looking green. The sprinkler cycles have to be adjusted every month.
- c. LMR will provide a list of any landscaping issues noted during an inspection to the landscapers.
- d. Homeowner volunteers are needed.

Architectural Control Committee Report

- a. Architectural submittals approved this year included widening driveways, gazebos, shade covers, patio covers, solar panels and playground equipment.
- b. The application form was amended.
- c. The Landscape and Architectural guidelines were combined.
- d. Homeowner volunteers are needed.
- e. Wilbur Beemer was thanked for his dedication and service to the Association.

Neighborhood Watch Program

- a. Beth Puhler was recognized for her many years of service as the area leader. She is stepping down from her position this year.
- b. Martha Lee is the new area leader.
- c. There are 182 homes participating in the Neighborhood Watch Program.
- d. There are 10 Block Leaders in different areas of the Association.
- e. An event was held at the park to encourage neighbors to get to know each other.
- f. The next event is the yard sale on November 5, 2011.
- g. The Committee is sponsoring "Operation Care Giver" and Homeowners were encouraged to participate.
- h. Residents were encouraged to decorate their homes for the December holidays. Two nights are scheduled for Homeowners to walk around and look at the lights. The lights will not be judged.
- i. One Block Leader is needed for the North Adella area.
- j. Victor Lim joined the Board to promote Homeowner involvement and communication. He promotes a strategy to encourage younger Homeowners to volunteer for the Board and Committees. He discussed the importance of social media.
- k. Information on the Associa Advantage and Associerge programs offered through LMR was provided.
- l. LMR also has a maintenance team that can address handyman issues for the Association.

5. Approval of the October 26, 2010 Annual Meeting minutes

A motion to approve the October 26, 2010 Annual Meeting minutes as written, was made, seconded and passed with a unanimous vote.

6. Ballot Count

Ballots cast by absentee mail and in person at the meeting for Board positions and to approve the 2010 Annual Meeting minutes were counted and the results presented (see section IX below).

7. Questions & Answers

A Homeowner recommended that the management company place a small sign at each entrance with their name and contact numbers.

8. 2012 Nomination Committee

Victor Lim volunteered to chair the 2012 Nomination Committee.

9. Announce Election/Voting Results

- a. Janice Trainor was elected to serve on the Board for a two year term ending in October, 2013.
- b. Second vacant two year term ending in October 2013 remained vacant due to lack of a candidate.
- c. The 2010 Annual Meeting minutes were approved with 24 in favor and 2 opposed.

10. Adjournment

A motion to adjourn the meeting at 7:37 p.m. was made, seconded and passed with a unanimous vote.

Submitted by:

Heather Plunkett
Lewis Management Resources, Inc.
For Casas Adobes Terrace HOA