

THVI BOARD PLANNING SESSION

March 30,2022

All current 2022 board members except Dan Thompson were present for the planning session. This was the first in person Board session in over 2 years because of the pandemic. Approximately, fifteen THVI HOA members were in attendance. The agenda was pre-set by President Bill Stephenson. He requested additional input for the agenda at the beginning of the meeting.

Update on the Alegria Drainage Project-

- Bill Stephenson-Drainage project is almost complete. The remainder of the work will require large equipment which is beyond the capability of the volunteer group. Felix Landscaping has been hired to complete the work. The cost estimate is around \$3,000.
- **ACTION A motion was made by Ernie Stelzer and seconded by Sharon Gaipman to provide up to \$4,000 to complete the work. The board unanimously approved the motion.**
 - The money will come from the general fund.

GOVERNANCE

POLICIES & PROCEDURES

Email Policy-

- If the HOA is sued personal emails can be solicited. Currently, 3 board members have emails for board activities that are separate from their personal emails.
- **ACTION Bill Stephenson suggested that all board members set up a separate email for board communication.**

Complaint/Procedures Policy-

- No current process exists for complaints. It was agreed that one is needed.
- **ACTION Sharon Gaipman & Linda Bennett volunteered to work on a process and report back to the board.**

Document Retention-

- About 48 financial and non -financial categories of have been identified as possible file for retention.
- **ACTION Determination of what is pertinent to THVI HOA and what and where these are stored is the next step. All documentation for the files and how this information it is passed to succeeding boards also must completed.**

Nominating Process-

- **ACTION The process developed by Mark Batterman a few years ago needs to be reviewed. It seems even with an open solicitation of volunteers we end up personally recruiting new boards members as no responses have been received from open requests.**
- In need of volunteers for the committee. The committee is Bill Stephenson, Bernie Nicholson, Dan Thompson and Jackie Means.

Review of Community Documents-

- Bill shared the idea that THVI Community Documents should be reviewed each year. The board agreed.
- **ACTION The board agreed that the Board Vice President should coordinate the review of these documents and 2 sections should be reviewed for each meeting.**
- Bill will communicate this to current Vice President, Dan Thompson.

BOARD TRAINING-

- There was agreement by the board that the training was adequate.

INSURANCE-

- There was concern expressed that we should increase our liability coverage. Jackie Means spoke to our Farmers Insurance agent and he suggested increasing the liability coverage per incident from \$1 million to \$2 million dollars or \$4 million per year. The cost of this is substantially less than an umbrella policy. The cost will be about \$19 a year vs \$500+.
- **ACTION** A motion was made by Jackie Means and seconded by Sandy Cooney to increase the insurance liability coverage to \$4 million a year starting immediately. The board unanimously approved the motion.
- **ACTION** Jackie will contact Don Erlich, Farmers Insurance agent to increase the coverage.

MEMBER SUGGESTIONS

- Currently, we do not have a process to receive HOA member suggestions.
- Possibilities include an open-ended letter to the HOA prior to Board planning meetings or a note in the newsletter or posting on the website with a place to send suggestions.
- Bernie Nicholson stated that the block captains' role will be reviewed in the fall.
- **NO ACTION**

LIGHTING GUIDELINES

- A few complaints have been received regarding bright lights beyond the lamppost. Shawneen suggested lighting guidelines be developed for THVI. The county is revising the "Dark Sky" guidelines and this should be part of our policy.
- **ACTION** Mark Spence, chairman of the Architectural committee, will work on developing guidelines in the fall.

COMMUNITY

SMALL GATHERING PLACES

Areas Developed

- Ernie Stelzer reviewed the two areas currently developed.... Topacios & Del Monte & Topa & Topacios. There are some concerns regarding the location at Topa & Topacios, however the setting has been moved to the south but concerns remain regarding the amount of shade available.
- Much discussion surrounded the locations the seating & tables. At this point all have been donated by Fran Chapman. Questions were raised regarding donation requests to fund & maintain the locations and who is responsible for the areas.... Landscape Committee? No action was taken on this.
- **ACTION** Ernie will send Jackie an email to be sent to all HOA members identifying the locations and also seeking input regarding additional ideas.

RESERVE FUND

- Bill Stephenson-suggested a reserve fund for common area improvements be set up. This would be funded by donations and memorials. The funds could be used for developing and maintaining gathering places, little library, benches and trails.
- **ACTION-NONE**

OTHER AREAS

Standing Committees-Improvements

- Landscape-Suggestion to develop a plan to improve THVI trails.
 - Ernie Stelzer has mapped THVI trails and will now map the location of the benches.
 - Goal is to develop a plan to connect homes on Alegria to the existing trails and also to trails in southwest THIV to avoid walking on payment.
- **ACTION** Ernie Stelzer moved to developing a strategic plan for THVI trails. The motion was seconded by Mark Spence. The board unanimously approved.

- **ACTION** Ernie will create a map of the benches and work on the strategic plan for the trails.

No further discussion on standing committee improvements.

ACTION A moved to adjourn was made by Sandy Cooney and seconded by Sharon Gaipman. The board approved and the meeting was adjourned at 4:47pm.

Submitted by
Jackie Means, Secretary
April 2, 2022