

**TOWNHOUSE VI HOMEOWNERS' ASSOCIATION
REGULAR BOARD MEETING**

Wednesday, December 11, 2024 2:00pm

APPROVED – GV Townhouse VI Board of Directors, February 5, 2025

CALL TO ORDER-President-Mark Spence

- The meeting was called to order at 2:11 pm. There were 19 people in attendance including 8 board members, 1 board member and 1 resident by Zoom

ROLL CALL-Jackie Means

- All Board members were present: Bill Stephenson (2025), Sandy Cooney (2026), Jerry Deno (2026), Jackie Means (2025) Sharon Gaipman (2027). Yvonne Morris (2027), Mark Spence (2027 by Zoom), Patrick O'Leary (2026) Rick Oliveira (2025)

APPROVAL-BOARD MINUTES- October 16, 2024

- Motion to approve the minutes was made by Yvonne Morris and seconded by Bill Stephenson. The motion was approved by the board.

APPROVAL OF AGENDA

- Motion was made by Mark Spence and seconded by Sharon Gaipman to approve the agenda. The motion was approved by the board.

OFFICERS' REPORTS

- **President-Mark Spence**
 - Landscape Appeal-This is a request to appeal the decision of the landscape committee re a Palo Verde tree at the south end of Del Monte.
 - **ACTION:** A request will be made to GVR for a meeting room for the appeal hearing in February after the new board is installed in late January.
- **Vice President-Bill Stephenson**
 - Enforcement Action – 905 Del Monte is under enforcement action for numerous exterior infractions. The first letter of notice was sent in November and no reply was received within the required 21- day period. The required second letter of notice will be sent later this week.
 - **ACTION:** If no response is received after 7 days from receipt of the second letter, the Board will decide on the next steps that may include a hearing.
- **Treasurer-Sandy Cooney**
 - **September Financial Statements**
 - Receipts of \$37,063 are slightly higher than the 2024 Budget of \$36,815. Transfer fees are below budget due to fewer home sales while interest income is greater than the budgeted amount.
 - Expenses year-to-date total \$40,900 verses budgeted total of \$36,815. This reflects the Board's decision last spring to increase the reserve allocation from the budgeted amount based on the completed reserve study.
 - Our net assets at the end of November total \$77,654 with \$38,118 in general funds and \$39,536 in reserve funds.
 - Sandy reminded all to submit any expenses before the end of this month.
- **Secretary-Jackie Means**
 - **ACTION:** Jackie made a motion and it was seconded by Sharon Gaipman to approve the secretarial redesign into three roles: Recording Secretary-Board position, technical specialist, communications manager for the period of January 2025 to January 2026. The Board unanimously approved the motion.
 - The Roles: Recording Secretary -appointed with the new board in January 2025, Technical Specialist -Donna Coon and Vickie Stephenson, Communications Manager Jackie Means

COMMITTEE REPORTS

- **Architecture-Yvonne Morris**
 - The committee has received no new requests
 - Working on simplifying the paint guidelines. Will bring to the board in 2025
 - Will conduct a survey of all homes in 2025.
 - Encourage all residents to contact committee members with comments or suggestions. All member names are on the website.
- **Financial Review-Sharon Deno-**
 - Thorough review of books shows all in financial order.
 - Requested last 4 digits of bank accounts numbers added to Financial Statements "Account Balances section. No action to be taken on this as it would release too much information publicly.
 - A huge "thank you" to Sandy Cooney for her work on maintaining fiscal records. And to the committee for their patience, expertise and time.
- **GV Council-Dan Schmitt**
 - Sharon Gaipman will be the THVI new representative taking over in January 2025.
- **Landscaping-Bob Laux Bachand**
 - Several piles of common area debris are scattered around THVI. These piles will be picked up in the next few days. The cost will be \$2100.00.
 - More data has been requested on the weight of the loads, labor time involved in the removal, dumping fees and fuel costs from M&C Landscaping. Bob is following up on acquiring the information.
 - A landscape request although granted, has been opposed by a neighbor. This has resulted in scheduling a hearing before the board. This will occur in February.
 - A recent trimming of 2 trees on common ground behind 675 Los Topacios resulted in Bob talking with the contractor to cease any further action. The house is vacant.
 - **ACTION:** Bob & Mark will contact the owner (info provided by Jackie) and explain the situation and the need to follow the CC&Rs if any work is requested on common ground.
- **Nominating-Bill Stephenson**
 - Two nominees have agreed to run for the open board positions. The ballots have been mailed.
 - The Roads committee is still seeking at least 2 volunteers.
 - The Roads Committee will be working on seeking bid packages for 2025's road sealing.
- **Roads-Jerry Deno**
 - Jerry is still seeking bids on possible street sweepers to clean sand & dirt off the streets after monsoon rains.
 - The streets are scheduled for resealing in 2026. Jerry has some questions regarding the composition of the material and is doing research on the materials to be used.
- **Social-Sharon Gaipman**
 - The social calendar for December 2024 & early 2025 is attached to these minutes as a document named Presenter's Notes.
 - Monthly Ladies Lunches on the 2nd Tuesday and Thirsty Thursdays on the 3rd Thursday of the month will continue as weather permits.
- **Welcome/Newsletter-Gill Batterman**
 - The Winter Newsletter has been published and is out on the website. It is under the section "Residents and is password protected. It contains many pics from last Spring and this Fall.

UNFINISHED AND FUTURE BUSINESS

- **Erosion Control-Bill Stephenson**
 - No action on this project since the last board meeting
- **Winter Town Hall-Mark Spence & Linda Bennett**
 - The date for the Winter Town Hall Meeting is March 14 2:00-4:00. Mark Spence and Linda Bennett will work on the agenda.
- **Transparency-Bill Stephenson**
 - No action on this project since the last board meeting

- **Document Retention Update-Jackie Means**
 - Will be working on financial documents & policy development with Sandy Cooney after Jan 1, 2025.

COMMON AREA MAINTENANCE/IMPROVEMENT PROJECTS

- Completed-Replace Street signs-Thanks to Jerry Deno, Andy Savarese, Rick Oliveira, Bob Laux Bachand, Bill Stevenson for their work on ordering and sign placement.
- In Progress
 - Maintain Alegria drainage system-Need to assess what more is needed
 - Power to Tool Shed-on hold
 - Gathering Places-new trail in on hold

RECOGNITION-Mark Spence

- Mark recognized and thanked the Christmas Lights crew; Mark Batterman, Gill Batterman, Susan Post, Dinae Huey, Bob Laux Bachand, Tom O'Connor, Diane O'Connor, Dan Thompson, Bernie Nicholson, Vickie Stephenson.

RESIDENTS' TIME

- Questions as to why the enforcement procedure and fines are not made public.
- Reminder to all residents that trees grow and there is no guarantee of a view.
- Reminder to all that the "Residents' List" on the website is password protected.

ADJOURNMENT

- **ACTION** A motion to adjourn was made by Sharon Gaipman and seconded by Bill Stephenson. The board approved and the meeting was adjourned at 3:47 pm.

Attached to this document is the "Presenters' Notes" document which may give more detail on the presentations.

Submitted by

Jackie Means-Board Secretary

December 14, 2024