

2nd Quarter, 17 June 2023
Foothills Property Owners Association Regular Board Meeting Minutes
(Zoom Meeting)

- 1. Meeting called to order at 09:00 AM**
- 2. Attending:**
 - a. Board Members: Jack Swarsbrook, Guy Dahlbeck, Miriam Foster, Bob Joslyn (Quorum Seated)
 - b. Association Members: Sue Carlson, Bob Parker, Bill Towne, Don and Barb Michelman, Chris and Alicia Czuzak, Dean Perrone, Jon and Libby McGuffin, Betty Cochran
- 3. New AZ HOA Law Changes:**
 - a. Jack reported on a Carpenter & Hazelwood (our law firm) webinar he attended.
- 4. Financial Update**
 - a. Guy reported on our financial status in light of the unusual snow season.
- 5. Concrete Repair on Drive D:**
 - a. Jack reported on two estimates given for repair of snowplow damage to curbs on drive D. Guy moved that “the board approve the \$1450.00 estimate given by Concrete Designs.” The motion passed by unanimous voice vote.
- 6. Email use and Record Keeping:**
 - a. Jack emphasized the need to keep records especially emails that must be retained. Guy suggested all email correspondence should include the HOA email address as a CC.
- 7. Nomination Committee:**
 - a. Jack reported on behalf of the nomination committee that there are potentially 4 board positions to fill come November.
- 8. Fine Policy:**
 - a. Jack reported that the fine schedule and association fine policy is complete.
 - b. Guy moved that “the board adopt the fine schedule and the policy letter.” The motion passed by unanimous voice vote.
- 9. ACC recommendation regarding construction window requirements in the CC&Rs:**
 - a. Jack reported the ACC recommended the current construction window in the CC&Rs and ACC Guidelines of 12 months be increased to 18 months and that we add in the ACC Guidelines that failure to comply would result in a fine in the amount of the entire construction deposit and a stop construction order until the deposit has been made whole per the guidelines.
 - b. Guy moved that the Board make the above-mentioned changes to the CC&Rs and the ACC Guidelines. The motion passed with a unanimous voice vote.
- 10. Status of the CC&R rewrite**
 - a. Bill reported on the status of the CC&Rs rewrite.
- 11. Firewise Committee Grant Update**
 - a. Jack reported on the status of Firewise grant approvals.
- 12. Regular meeting was adjourned at 10:20 AM.**