



Vistoso Community Association
Board of Directors Meeting – May 28th, 2020
Via Zoom Platform - GENERAL SESSION MINUTES

- I. **CALL TO ORDER** - The meeting was called to order by President Sarah Nelson at approximately 5:30 PM. Board members in attendance included Greg Thompson, Gayle Lopez, Sheryl Forte, Joe Affinati, Ellen Hong, and Tracy Phillips. Also present with FirstService Residential was Colleen Holland, VCA General Manager; Trenais Bryant, Assistant Community Manager; Alexa Byrd, Administrative Assistant/Compliance Coordinator; Susan Rodriguez, Regional Vice President; and John Kemper, President.
- II. **BOARD PRESIDENT ANNOUNCEMENTS AND REMARKS** – President Sarah Nelson introduced the two new Board members and welcomed them to the community. The Board of Directors Executive Session will now be on Wednesdays prior to the Board meetings at 10:00 am. She also addressed the time for homeowners to speak; and that the Powers and Duties will be included in the next email blast from the General Manager.
- III. **INTRODUCTION OF BOARD AND GUESTS** – President Sarah Nelson introduced John Kemper and Susan Rodriguez with FirstService Residential.
- IV. **REVIEW AND APPROVAL OF PREVIOUS BOARD MEETING** – General Session – **A motion was made by Sheryl Forte to approve the minutes and seconded by Greg Thompson. Motion passed unanimously.**
- V. **CONSENT AGENDA ITEMS** –
 - a. Ratified items addressed in the Executive Session, April 30th, 2020 minutes. **A motion by President Nelson to approve the General Session Minutes was approved by Sheryl Forte and Greg Thompson. Motion passed unanimously.**
 - b. Compliance Committee Results/Fines – Results were presented at the Executive Session meeting.
- VI. **FIRSTSERVICE RESIDENTIAL REPRESENTATIVE** – John Kemper was able to meet with the new Board. It has been a busy past couple of months and how all have been affected by COVID-19. Will be presenting a “landing page” for the Board Members.
- VII. **MANAGEMENT REPORT** – General Manager Colleen Holland discussed having an Emergency Preparedness Plan, and if the Board would like to add a Committee or regulate with staff. RFP’s are scheduled to be ready by the next meeting.
- VIII. **FINANCIAL REPORT OF ASSOCIATION** – Treasurer Gayle Lopez provided a balance sheet, income statement, and expense review; as well as a full report of the financials for the previous month.
- IX. **COMMITTEE/VENDOR REPORTS, CHARTER APPROVALS AND COMMITTEE MEMBER APPOINTMENTS**

- a. Architectural and Landscape Review Committee – The Chair, Greg Thompson introduced the new members and encouraged many others to be volunteers as non-voting homeowners. **A motion was made to adopt the Charter and new Committee members by Greg Thompson and seconded by Sheryl Forte. Motion passed unanimously.**
- b. Compliance Committee – **A motion was made to adopt the Charter and new Committee members by Joe Affinati and seconded by Greg Thompson. Motion passed unanimously.**
- c. Communications Committee – Dena Aucoin gave a presentation on taking the newsletter to a digital level and “Going Green”. Explained the Why, What, and How. It was encouraged to have homeowner/community engagement. **A motion was made to move forward with Going Green by Greg Thompson and seconded by Gayle Lopez. Motion passed unanimously. Another motion was made to adopt the Charter and new Committee members by Sheryl Forte and seconded by Greg Thompson. Motion passed unanimously.**
- d. Finance Committee – There have been two meetings and new members with a lot of progress. The Committee is currently working on several projects. August is budget season. **A motion was made to adopt the Charter, with the stipulation to strikeout the “felony” verbiage, and new Committee members by Gayle Lopez and seconded by Sheryl Forte. Motion passed unanimously.**
- e. Governing Documents Committee – The Committee is officially changing the name from CC&R Committee to Governing Documents Committee. They are also looking for sub-association documents. **A motion was made to adopt the Charter and new Committee members by Sheryl Forte and seconded by Greg Thompson. Motion passed unanimously.**
- f. Nominating Committee – **A motion was made to adopt the Charter and Committee members by Sheryl Forte and seconded by Gayle Lopez. Motion passed unanimously.**
- g. Landscape Report – AAA Supervisor Hanna Delosantos provided an update for the community. AAA has been working with staff on several incoming work orders. There was vehicle damage on Mas Palomas and La Canada. The Moore Road irrigation project is 80% - 90% complete.
- h. Preserve Vistoso – The President, Michael Bilodeau presented an update. The park assessment is now complete. Encouraged homeowners to go to www.PlanYourParksOV.com. There are several focus meetings scheduled with many neighborhoods.

X. Homeowner Forum – Treasure Lopez indicated her interest in the Board responding to Preserve Vistoso “Asks”.

XI. Old Business – Oro Valley will be reopening in Phase 1. It was addressed that the private parks and baths will not be open at this time as the association is unable to keep up with the cleaning and supplies. The onsite office will remain closed with appointments only. Encourage homeowners to use zoom meetings with staff. It also creates additional sanitation costs for the association to re-open. A homeowner commented that they disagree with the Board and wants the amenities to reopen and homeowners to use discretion.

XII. New Business – The Board reviewed the Code of Conduct and Zoom Guidelines. A proposal from Klean Up Patrol from March was presented for the sidewalk repair at Woodshade Trail. It has been recommended to accept by the Architectural and Landscape Review Committee, as well as the finance Committee. **A motion was made to approve the proposal by Sheryl Forte and seconded by Gayle Lopez. Motion passed unanimously.** The Sunset Park Sediment proposal was addressed again. **A motion was made to approve and move forward with the proposal by Greg Thompson and Sheryl Forte. Motion passed unanimously.** Staff is in need of an additional laptop for the office and zoom meetings. **A motion to accept the FirstService IT Addendum was made to lease a laptop by Gayle Lopez and seconded by Sheryl Forte. Motion passed unanimously.** The staff’s homework on Siena was presented and explained the


relationship between Siena and the master association. Moving forward there will be a book summarizing all of the Siena findings. The contract renewal proposal from Sunstate Sweeping was also presented regarding the quarterly street sweeping in Siena. **A motion to approve the proposal was made by Gayle Lopez and seconded by Sheryl Forte. Motion passed unanimously.**

XIII. CORESPONDENCE – A steady stream of correspondence between homeowners and the Board members occurs each business day via email and the new website feature AskVCA@ranchovistosoHOA.com. Currently, we have not received any hard copy correspondence for review.

XIV. AS BROUGHT FORTH – None.

XV. NEXT MEETING DATE – June 25th, 2020 – 5:30pm via Zoom platform

XVI. ADJOURNMENT – A Motion to adjourn the meeting was made at 8:10pm. Motion carried unanimously.



Vistoso Community Association Board Member

7/1/2020

Date