

APPROVED

**Vistoso Community Association**  
**Governing Documents Committee Meeting Minutes – Wednesday, September 7, 2022**  
**Via Zoom Videoconference**

Members Present: Matt Wood, Ray Gans, Bill Van Dam, and Barbara Stough

Absent: Mary Fischer and Joan Sauer

Staff: Barbara Daoust, General Manager

Guest: Tracy Phillips

- I. Call to Order:** The meeting was called to order at 4:10 p.m.
- II. Adopt the Agenda**  
*A Motion was made by Bill Van Dam and seconded by Ray Gans to adopt the agenda as presented. Motion carried.*
- III. Meeting Minutes**  
*Motion to approve the August 3, 2022, meeting minutes as presented was made by Ray Gans, seconded by Bill Van Dam. Motion passed unanimously.*
- IV. Old Business**  
**A. Review Revised Design Guidelines & Plant List**  
The Committee reviewed and discussed the draft document from the ALRC. It was noted that on page 25 there was one typo. Also, a suggestion was made to clarify the language concerning planter pots.  
*A motion was made by Bill Van Dam and seconded by Barbara Stough to approve the guidelines subject to the clarification of planter pots. Motion was unanimously approved.*  
  
The document will be forward to the association attorney for review and board approval.
- B. 2023 Budget Request**  
Matt Wood reported that the 2023 budget request was sent to the finance committee and will be presented to the board for consideration at their meeting on September 15.
- C. Focus Group Meetings**  
Matt Wood commented that Bill Van Dam, Tim OKeefe, Gayle Lopez and himself have been talking to some sub-associations to gain support for the CC&R changes and to identify what their hot buttons are.
- VI. New Business**  
**A. Homeowner Data Base**  
Current homeowner data cannot be sorted by neighborhood in its current format. FirstService Residential has been requested to clean up the data base so that the Governing Documents Committee can use the data for the CC&R Project. The cost of the project will be no more than \$2,000. This was authorized by the Chair since the committee still has money in the budget for the CC&R project for this year. A homeowner expressed concerns of having member information shared with anyone else than FirstService Residential staff and question the expenditure.
- V. Adjournment:** *A motion was made by Bill Van Dam and seconded by Ray Gans to adjourn the meeting at 4:54 p.m.*

Next Meeting Date: October 5, 2022, at 4:00pm.