

APPROVED

**Vistoso Community Association**  
**Governing Documents Committee Meeting Minutes – Wednesday, October 5, 2022**  
**Via Zoom Videoconference**

Members Present: Matt Wood, Bill Van Dam, Barbara Stough and Joan Sauer

Absent: Ray Gans and Mary Fischer

Staff: Barbara Daoust, General Manager

- I. Call to Order:** The meeting was called to order at 4:08 p.m.
- II. Adopt the Agenda**  
*A Motion was made by Bill Van Dam and seconded by Joan Sauer to adopt the agenda as presented. Motion carried.*
- III. Chair Remarks**  
Matt Wood reported at the board workshop session on September 15, 2022, the Governing Documents budget requests was presented to the board for consideration.
- IV. Meeting Minutes**  
*Motion to approve the September 7, 2022, meeting minutes as presented was made by Barbara Stough seconded by Bill Van Dam. Motion passed unanimously.*
- V. Old Business**  
**A. Update Revised Design Guidelines & Plant List**  
The General Manager reported that the document is currently being reviewed by the association's general counsel. Once this step is completed the redlined copy will be shared with the board, ALRC and the Governing Documents Committee.
- B. Focus Group Meetings**  
Matt Wood and Bill Van Dam are continuing to work on scheduling sub-association meetings. The Homeowner Data Project is almost completed. This will allow homeowner contact information to be gathered by neighborhood.
- VI. New Business**  
**A. Revised Committee Charter**  
The committee reviewed the revised committee charter. The following changes were made:
- Under Committee Structure and Terms, paragraph two, five lines down change word "addition" to "additional".
  - Under Committee Structure and Terms, paragraph two, six lines down, change word "is" to "are".
  - Under Committee Structure and Terms, paragraph two, seven lines down, change word "and" to "who can".
  - Under Compliance, paragraph 1, move last sentence up.

Note: The General Manager announced that Mary Fischer just sent notification that she resigned from the committee. Correspondence will be sent to Mary thanking her for her time and service.

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**B. Gordley Group**

The committee was in contact with the Gordley Group last year for the purpose to discuss how they can assistance the association in getting member approval to revise the CC&Rs. The Gordley Group has completed a project for the Town of Oro of Valley (TOV). Matt Wood will contact TOV for information on the services they did provide.

**VII. Adjournment:** *A motion was made by Barbara Stough and seconded by Bill Van Dam to adjourn the meeting at 4:43 p.m.*

Next Meeting Date: November 2, 2022, at 4:00pm.