

APPROVED

Vistoso Community Association
Governing Documents Committee Meeting Minutes – Wednesday, January 4, 2023
Via Zoom Videoconference

Members Present: Matt Wood, Bill Van Dam, Ray Gans, Barbara Stough and Joan Sauer
Staff: Barbara Daoust, General Manager

- I. Call to Order:** The meeting was called to order at 4:01 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. Chair Remarks**
Matt Wood thanked the volunteers for their time and dedication. The guidelines are on the agenda for the January 26 board meeting for consideration. Both Bill Van Dam met with a Sub-Association and will report his findings later in the meeting. Also, the interim Town Manager was contacted about the Gordley Group.
- IV. Meeting Minutes**
Motion to approve the December 7, 2022, meeting minutes as presented was made by Bill Van Dam and seconded by Ray Gans. Motion passed unanimously.
- V. Old Business**
 - A. Update Revised Design Guidelines & Plant List**
This topic is on the January 26, 2023, board agenda for discussion and consideration.
 - B. Focus Group Meetings**
Bill Van Dam reported on his meeting with Vistoso Hills Board President Prentis Porter. He shared his comments that the Sub-Association is looking to get better pricing on major projects and perhaps the Master Association could share vendor information. Also, clarity on property lines and maintenance responsibilities and to work on better communication between the Sub-Association and the Master. Matt Wood will be setting up a meeting with Fairfield.
 - C. Gordley Group**
Matt Wood was able to speak with Interim Town Manager Chris Cornelison. Mr. Cornelison was able to provide Recreational Director's Kristy Diaz-Trahan contact information for additional information on this project and the scope of work the Gordley Group was contracted to complete. Matt will make contact and will report back at the next meeting.
 - D. Map Project**
The committee reviewed the proposal from Paradigm Land Design to update the VCA maps. The additional hours to complete the project will be no more than 5 hours or \$1,000.
Motion was made by Bill Van Dam and seconded by Ray Gans to recommend to the board to approve the proposal from Paradigm Land Design. Motion was unanimously approved.
 - E. Governing Documents Committee Charter**
The two sticking points for the board were a non-board member chairing the committee and non-board members authorizing to spend money. This topic is back on the January 26, 2023, board meeting agenda for further discussion.
- VI. New Business**
No new business items were discussed.

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VII. Adjournment

The next meeting is scheduled for February 1, 2023, at 4:00 p.m.

A motion was made by Ray Gans and seconded by Barbara Stough to adjourn the meeting at 4:38 a.m.