

# Tonto Hills Improvement Association

President: Steven Rensel  
Vice President: Cheryl Kaufman  
Treasurer: Dick Mocny  
Secretary: Diana Cole

## Board of Directors Meeting Minutes June 12, 2017 – 6 PM

Christ the Lord Lutheran Church  
9205 E. Cave Creek Rd  
Carefree, AZ

- I. Call to Order: 6:00 p.m.
- II. Roll Call
  - A. Present – Diana Cole, Jacki Hoagland, Eric Hovland by phone, Sharon Hunt, Cheryl Kaufman, Dick Mocny, Steven Rensel, Nick Tilley
  - B. Absent - Bud Tolp
  - C. Guests – Earl G. Fleisher, Bryan Gold, Charlie Hoagland, George Hoxie, Gary Hunt, Cindy Leek
- III. Open Forum
  - A. There was a question on the roads which was deferred until the Environmental Update.
- IV. Consent Agenda Items:
  - A. Acceptance of Meeting Agenda – June 12, 2017. Dick Mocny made a motion to accept the agenda. Sharon Hunt 2<sup>nd</sup>. The motion passed.
  - B. Approval of Minutes of April 20, 2017. Cheryl Kaufman made a motion to accept the minutes. Steve Rensel 2<sup>nd</sup>. The motion passed.
  - C. Acceptance of Executive Committee Minutes of April 20, 2017. Steve Rensel made a motion to accept the minutes. Dick Mocny 2<sup>nd</sup>. The motion passed.
- V. Reports
  - A. Treasurer's Report
    - i. Dick Mocny gave the Treasurer's Report.
    - ii. The current THIA checking account has been closed and a new account has been opened.
    - iii. Annual Assessments went out May 1, and late fees will begin assessing on June 15. Diana Cole will write a reminder email for Eric Hovland to email out and she will post at the mailboxes.
  - B. Environmental Report
    - i. Cheryl Kaufman reported on the Road Improvement Committee. Cheryl will work with the RIC to draft a letter and schedule a meeting with the D.O.T.
  - C. ACC Liaison Report
    - i. Nick Tilley gave an update.
  - D. THVFD Liaison
    - i. Fire Department Chief Gary Hunt gave an update to the board.
    - ii. Earl Fleisher volunteered to provide accounting services to the THVFD.

- E. Diana Cole made a motion that Cheryl Kaufman, Nick Tilley, and Steve Rensel remain as committee chairmen for the 2017-2018 board. Sharon Hunt 2<sup>nd</sup>. The motion passed.
- VI. Unfinished Business
  - A. Moon Valley letter of completion and accounting of expenses
    - i. Steve Rensel will provide the names of contact people and the verbal warranty information to Diana Cole for our records.
  - B. Contract with Sonoran Foothills Landscaping
    - i. Steve Rensel will ask Sonoran Foothills again for a bid for this year.
  - C. Hillside petition
    - i. Steve Rensel made a motion that a \$1000 budget be approved to cover printing of materials for the community once the attorney has approved language and plan. Cheryl Kaufman 2<sup>nd</sup>. The motion passed 6 to 2.
  - D. OnlyTontoHills.com
    - i. Cheryl Kaufman made a motion to move the discussion of this topic to Executive Session. Steve Rensel 2<sup>nd</sup>. The motion passed 5 to 3.
    - ii. Following Executive Session, these agenda items were discussed in general session. See XI.
  - E. Front Entrance
    - i. Master Plant List for entrance – Cheryl Kaufman made a motion that the entrance plants be replaced when needed by plants from the original approved plant list. Steve Rensel 2<sup>nd</sup>. The motion passed.
      - 1. Cheryl will send a copy of the approved plant list to Diana Cole for storage with THIA documents.
    - ii. Front Entrance Lighting Improvement – Bryan Gold from Let There Be Light gave a presentation on lighting. He will provide a bid for repairing, replacing and enhancing the lighting. Steve Rensel will also solicit other bids.
    - iii. Painting of front wall and cleaning the plaque – Steve Rensel will determine the name of the paint color to repaint the wall the existing colors. Gary Hunt said that Corey Garrison has a paint sprayer that can be used. Jeff Cole has volunteered to clean the plaque.
    - iv. Proposal to move the remaining approximate \$5000 in funds back to the front entrance project – A discussion on the front entrance took place. The board tabled additional discussion until the lighting bids are in.
    - v. Nick Tilley suggested that owners who are currently excavating be contacted for boulder donations. He will bring this up at the next ACC meeting.
  - F. Refuse company quotes for the neighborhood
    - i. Steve Rensel has spoken with Area Disposal. He will get quotes from Waste Management and Curbside.
  - G. Church Use Agreement
    - i. Steve Rensel has signed the agreement which is on file with THIA documents. He will follow-up with the church in order to assure that our AGM meeting next year can be in the Fellowship Hall.

- VII. New Business
    - A. Board Priorities
      - i. Postponed until the next meeting.
    - B. Procedures for handling THIA emails
      - i. Diana Cole reviewed the Policies and Procedures regarding incoming emails.
      - ii. Jacki Hoagland requested that she and Eric Hovland be copied on all email replies.
    - C. Guidelines regarding sending community emails signed by THIA
      - i. The board discussed sending out community emails.
    - D. Moving Carefree Executive Services off of company email to an email coming from THIA – tabled until next meeting
    - E. Motion to amend THIA Policies and Procedures to remove banking information
      - i. Cheryl Kaufman made a motion to amend the Policies and Procedures to remove all banking information including the name, address and any account type information. Steve Rensel 2<sup>nd</sup>. The motion passed.
    - F. Making webmaster a position with defined responsibilities in the Policies and Procedures – Tabled until a future meeting.
  
  - VIII. Announcements
    - A. Next Board meeting is scheduled for Monday, August 7 at 6PM at the church
    - B. Future Agenda Items – Additional agenda items may be added before next meeting
  
  - IX. Adjournment – The board adjourned to Executive Session at 7:38.
  
  - X. The Board reconvened to a regular board meeting 8:10.
  
  - XI. Onlytontohills.com
    - i. Directory Updates and Passwords
      - a. Jacki Hoagland made a motion that Eric Hovland request a quote from another programmer for assistance in completing the website (to include cost, specific goals, and deadline dates); and that Steve Rensel get a similar quote from an outside programmer to set up the website on a different system by 6/16/2017. Diana Cole 2<sup>nd</sup>. The motion passed.
    - ii. Community Email blast
      - a. A discussion on past blast emails took place.
    - iii. Agreement regarding logo use
      - a. Additional discussion was tabled until the next meeting.
    - iv. Letter to AssociationComm re tontohills.org.
      - a. All documents have been removed from our old website. Jacki Hoagland will proceed with the letter.
    - v. Detailed description, ownership and passwords for onlytontohills.com
      - a. Additional discussion was tabled until the next meeting.
    - vi. Website access and training for Diana/Jacki
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a. Eric Hovland and Diana Cole will discuss on 6/13/2017.

XII. Steve Rensel made a motion to adjourn. Cheryl Kaufman 2<sup>nd</sup>. The motion passed. The board adjourned at 8:55.

Diana Cole                      Approved 8/7/2017  
Diana Cole, Secretary