

Tonto Hills Improvement Association

President: Michael Jans
Vice President: Ann Dichiara
Treasurer: Mark LaLiberte
Secretary: Diana Cole

Board of Directors Meeting Minutes Wednesday, August 19, 2020 6:30

Due to the pandemic, this meeting was conducted via Zoom webinar.

- I. Call to Order: 6:31 p.m.
- II. Roll Call
 - A. Present – Diana Cole, Ann Dichiara, Jim Gibbs, Jacki Hoagland, George Hoxie, Michael Jans, Mark LaLiberte, Jamie Norris, Bud Tolp
 - B. Guests – 8 residents attended
- III. Open Forum
 - A. Michael Jans addressed questions regarding availability of draft AGM minutes and minutes from 7/8/20 which will be available once approved for distribution by the Board.
 - B. Robert Tattle brought a complaint against past president “Mr. Holt” related to the Code of Conduct. Michael Jans said it would be added to the next board agenda.
 - C. There was a question on if members could attend the Commercial Lots BoD working committee meetings. Michael Jans will bring this question to the working committee.
- IV. Consent Agenda Items:
 - A. Acceptance of Meeting Agenda of 8/19/20
 - i. Ann Dichiara made a motion to accept the agenda. George Hoxie – 2nd. The motion passed.
 - B. Approval of Meeting Minutes of 7/8/20
 - i. Ann Dichiara made a motion to accept. Mark LaLiberte – 2nd. The motion passed.
 - C. Approval of Draft AGM minutes to be distributed in DRAFT form to the community for their information
 - i. Diana Cole made a motion to approve. Ann DiChiara – 2nd. The motion passed.
- V. Reports
 - A. Treasurer’s
 - i. Mark LaLiberte gave the Treasurer’s report. Ann DiChiara made a motion to approve. Diana Cole – 2nd. The motion passed
 - ii. Mark cancelled the phone service that was not being used.
 - iii. Mark has authorized payment to State Farm for THIA insurance and recommends staying with them at this time.
 - iv. Mark reviewed the front entrance water bill and base charge of \$40/month
 - v. Contract with CES and current list of expectations from CES – postponed until next meeting
 - vi. Summary of THIA Expenses and Hours with CES – postponed until next meeting

- vii. Mark has asked CES to look into an accountant to do an audit. Lois O'Neill will provide an estimate of cost.

B. ACC

- i. Charlie Civer has resigned from the ACC. Michael Jans expressed his gratitude on behalf of the Board to Charlie for the time he has given to the community working on behalf of the THIA.
- ii. Bud Tolp is the new chairperson of the ACC.
- iii. Bud Tolp reported that the opening on the ACC left by Charlie will be filled.
- iv. Jacki Hoagland reported that at the last meeting that she attended, the 3 members of the ACC who are also on the Board (Bud Tolp, Mark LaLiberte, and George Hoxie) have certified that they will follow the Code of Conduct.
- v. Jacki Hoagland indicated that a complaint against Ravensview was quickly resolved by Kym Westhoff. Bud Tolp stated that the ACC has recommended to the Board that the complaint be closed and the Board accepted the recommendation.

C. THVFD

- i. Ann Dichiaro gave an update on the THVFD. She said the Forest Service will be continuing to meet at the TH Firehouse due to all the local fires.
- ii. The THVFD will be requesting funds from THIA in two installments this year.

D. Environmental

- i. George Hoxie has spoken with MCDOT and reported that Cave Creek from Deer Trail to Old Mine will be resurfaced sometime in November this year. Tonto Hills' roads are estimated to be paved in summer of 2023.

E. Landscaping

- i. Current contract with Go 5 Bros was sent to Diana Cole and Jim Gibbs
- ii. Jim Gibbs gave an update on the landscaping and expressed his dissatisfaction with the current company. He has received bids from two other landscapers.
- iii. Mark LaLiberte made a motion to authorize Jim Gibbs to negotiate for a replacement landscaper. George Hoxie – 2nd. The motion passed.
- iv. Bids for improvement to the Deer Trail entrance will be postponed pending the new landscaping contract.
- v. The key to the box with water timers is missing and Jim has been reaching out to members of community to try to find it.

- vi. Jim will be asking an electrician for a bid to fix some of the entrance lighting. He was also provided with a copy of our 2017 contract with Let There Be Light.

F. Welcome Wagon

- i. Jacki Hoagland had nothing new to report.

VI. Unfinished Business

A. Recommendation on remedies should members fail to comply with Code of Conduct.

- i. Diana Cole, Jim Gibbs, and George Hoxie met several times and will have a draft for the Board by the next meeting.

B. Commercial Lots next steps recommendations

- i. Michael Jans will contact other committee members to schedule a meeting prior to next meeting.

C. Recommendations on

- i. Contract Procurement and Management Process – postponed until next meeting
- ii. Financial Presentation Model – postponed until next meeting
- iii. Financial Controls – postponed until next meeting
- iv. Assuring Financial Health of THIA – postponed until next meeting

VII. New Business

A. AZ Open Meeting Law

- i. Diana Cole reviewed the recommendations that the Board has received in the past from attorney Beth Mulcahy and her associates. These include: 1) THIA is not required to follow the AZ Open Meeting Law. 2) If the Board votes to routinely follow a section of the law it should be codified in our documents.
- ii. A draft of a proposed amendment to the Bylaws regarding the use of Executive Session will be submitted at the next meeting by Diana Cole, Jim Gibbs and George Hoxie.

VIII. Announcements

A. The next board meeting is scheduled for Wednesday, September 23 at 6:30 using Zoom

B. Future Board Meeting topics

- i. None

IX. Adjournment – Ann DiChiara made a motion to adjourn at 7:33 PM. George Hoxie 2nd. The meeting was adjourned.

Diana Cole 9/23/20

Diana Cole, Secretary