

Minutes of Governing Documents Committee

1:00 PM at the Activity Conference Room
Open Meeting – August 26, 2025

CALL TO ORDER at 1:00 PM for Regular Meeting

IN ATTENDANCE - Quorum: Kirk, Tom, Brad
Kirk Pittman Tom Pyle Brad Wallace

ABSENT
Jim Van Heule, Terry Carstens

Chair Comments
Still have quorum, but with missing 2 plan to not have any motions. Give out assignments. July Minutes?

Liaison's Comments
None

Approval of Minutes
July minutes approval moved by Tom, Brad 2nds. Passes

Continuing Business
Antenna Guidelines – created a document for admin and owner use that includes FCC and VO rules. Mostly type of and placement of antennas with citations. Add language similar to “this is just a summary/highlight/overview of the policy, please see the antenna resolution for specifics”. Add language similar to “permits are required please see VO architectural inspector.” Kirk going to see if we even need to do this. Suggestion for future: put together a “what’s changed” document – red/blue/strikeout. Tom to make suggested changes and start on comparison doc. Hopefully, approve in September motion to send to board. One owner asked whether solar panels were in this policy – no. Question: what prompted a change in the antenna resolution policy - prior GM maybe, and some owners didn’t like just being referred to policy. Want attorney response as to why we’re doing this.

Summer Items list – Difficult to understand and prioritize. This started with Jim, Terry, and Kirk as keeping track of things that were proposed at board meetings. In September or October, start dividing up list and determine whether the individual items need work. Jim directed to not focus on any by-law or CCR changes other than those currently in motion. Question: are there any critical items? – No.

Committee to-do list – tabled since Terry is not present. Goal: have a list of what we’re working on. Question: could we post this on website?

New Business

Assignments from Condo Board (possibilities include, but are not limited to:

- Bylaw change for contracts. Asked to consider 6a to force “set at budget time” – keep that wording in addition to “from time to time as situation warrants”. GM would like the ability to cancel contracts under same terms as

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those he can enter into a contract. Motion by Kirk, Brad and Kirk make some fine tuning changes to the suggested bylaw change regarding the approval of contracts. Tom 2nd's. Passes unanimously. Owner comment

- Re-work of rules change for quiet hours. Rules&Regs VI.14, requests for adding “inside work” differently than “contractor” that might be outside. Discussion about inside work can still be loud. Sundays and holidays - are the restrictions still relevant to our community? There will be pushback no matter what is decided. Kirk moves (Tom 2nds) that Tom and Terry work on revision and bring it back in September. Owner comment: committees need to be fully informed about what is expected of them and the liaison covers that at each committee meeting (addressed to the board in general about all committees). Passes unanimously.
- Bylaw change regarding felonies as a disqualifier for Condo Board service. Felons have to be disclosed on a required filing each year. How does GM fill out form without background check? Risk of non-enforcement or discrimination. No AZ or VO statutory support for exclusion based on felonies. Maybe there is an attorney access to check records? Board asked “not allow candidate to run or serve” and “background check required” wording be added. Kirk moves that Kirk and Brad fine tune suggested bylaw change regarding felonies for candidates and appointees next meeting. Passes unanimously.
- New assignment for updating Condo Board policies & Procedures. Jim was supposed to get us the electronic copies. No action today. Question: could we get more direction as to what we're specifically supposed to do. Proposed: if we get it cleaned up, the board (secretary) should be responsible to keep it up. Proposed: the only official copy is the electronic version. Question: do we really need to make a formal motion to tell us to go do something? Yes, so there's no chance of accusations that work was done outside of committee and brought directly to the board.
- New assignment for financial policies. What to do about prepayments, and how to handle \$400 transfer fee enforcement. Specifics were asked of Crystal, but have not yet received any. Suggested: have finance committee do the rough draft and Gov Docs do clean up and policy integration. Also need to check on legalities. Possibly only admin policy rather than an HOA governing document.

Owner Comments:

Owner concerned about decision to combine planning and infrastructure committees – too much work.

Next Meeting scheduled for **September, 25th 2025, at 1:00 PM in Admin Conference Room** (probably)

Motion to adjourn

Tom moves (Kirk seconds). Passed unanimously

Meeting adjourned at approximately 1:58 PM

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Brad Wallace Governing Documents secretary

Date: August 26th 2025