

***Draft Agenda of the 2020 Annual Membership Meeting***

April 25, 2020 @ 5910 E Hunter Creek Ct, sign-in @ 3:50, meeting starts 4:00.

*Note: There will be a Call to Membership after each Board Motion that is properly seconded, discussed, and prior to any Board Vote as well as an Open Call to Members with a time limit of 3-minutes for each subject.*

**Call to Order:**

**Establish Board Quorum (2/3):**

**10% Member Quorum (5/42 – 2 are ineligible):**

**Officers:**

**Committee Members:**

**Approval of Annual Meeting Agenda:**

**Acceptance of Minutes from Previous Annual Membership Meeting:**

**Election of Board Member for New Term**

- Board member Mark Doyle's term is up.
- Nominations received by the Nominating Committee: None
- Nominations from the Nominating Committee or Members Present: None
- Mark volunteered to serve a full term, TBD if voted in by two board members.
- New board member takes their seat.

**Open Call to Membership:**

**Adjournment:**

Your current Board of Directors and Officers are:

Lynn Mattingly, President, (520-266-3103), [vdohoapresident@vistadeloro.org](mailto:vdohoapresident@vistadeloro.org), term ends 2022 Annual Meeting  
Mark Doyle, Vice President, [vdohoavicepresident@vistadeloro.org](mailto:vdohoavicepresident@vistadeloro.org), term ends 2020 Annual Meeting  
Clark Bloom, Board Member at Large, [vdohoadirector@vistadeloro.org](mailto:vdohoadirector@vistadeloro.org), term ends 2021 Annual Meeting

Officers: Secretary Diana Doyle, [vdohoasecretary@vistadeloro.org](mailto:vdohoasecretary@vistadeloro.org); Treasurer DeeDee Hoeft, [vdohoatreasurer@vistadeloro.org](mailto:vdohoatreasurer@vistadeloro.org)

Our current representative on the 3-Canyons HOA Board: John Langhoff, [threecyns-board20west@yahoo.com](mailto:threecyns-board20west@yahoo.com) (Section 20West)

Note: VDO Board member terms are 3-years; new board members are voted on by the membership for the Annual meeting; Officers are voted on yearly by the board at the first meeting of the new board. Board meetings are tentatively scheduled for mid-April & mid-October.

**Cochise Vista Del Oro Homeowner's Association**  
**8794 S. Palisades Dr, P.O. Box 1535, Hereford, AZ 85615**  
**www.vistadeloro.org**

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***Draft Minutes of the 2019 Annual Membership Meeting***

5:30 PM Thursday, 18-April 2019, Mattingly Residence 5910 E. Hunter Creek Court

*Note: There will be a Call to Membership after each Board Motion that is properly seconded, discussed, and prior to any Board Vote. Additionally, there will be an Open Call to Members.*

Member input will have a time limit of 3-minutes for each subject.

**Call to Order:** 5:30 PM

**Establish Board Quorum (2/3):** Quorum established 3/3 present  
Lynn Mattingly, President; Rachel Call, Vice President; Clark Bloom, Board Member at large;

**Member Quorum (5/44):** Established with 11/44.

**Officers:** Secretary Jill Bachman (Absent), Treasurer DeeDee Hoeft.

**Committee Members:** Architectural Design (Gerry Rovner, Neil Bachman (Absent), Internet, Mark Doyle.

**Establish Member Quorum (5/44):** Quorum of members established, 11/44.

**Approval of Annual Meeting Agenda:** Motion to accept agenda, seconded, unanimously approved.

**Acceptance of Minutes from Previous Annual Membership Meeting:** Motion to accept, seconded; unanimously approved.

**Election of Board Member for New Term**

- Board member Lynn Mattingly's term is up.
- Nominations received by the Nominating Committee: None
- Nominations from the Nominating Committee or Members Present: None
- Lynn Mattingly volunteered for another term, voted in by the board members.
- New board member takes their seat.

**Open Call to Membership:** No comments

**Adjournment:** Motion to adjourn; seconded, unanimously accepted. 5:35 PM

Your current Board of Directors and Officers are:

Lynn Mattingly, President, (520-266-3103), [vdohopresident@vistadeloro.org](mailto:vdohopresident@vistadeloro.org), term ends 2022 Annual Meeting

Rachel Call, Vice President, [vdohoavicepresident@vistadeloro.org](mailto:vdohoavicepresident@vistadeloro.org), term ends 2020 Annual Meeting

Clark Bloom, Board Member at Large, [vdohoadirector@vistadeloro.org](mailto:vdohoadirector@vistadeloro.org), term ends 2021 Annual Meeting

Officers: Secretary Jill Bachman, [vdohoasecretary@vistadeloro.org](mailto:vdohoasecretary@vistadeloro.org); Treasurer DeeDee Hoeft, [vdohotreasurer@vistadeloro.org](mailto:vdohotreasurer@vistadeloro.org)

Our current representative on the 3-Canyons HOA Board: John Langholff, [threecyns-board20west@yahoo.com](mailto:threecyns-board20west@yahoo.com) (Section 20West)

Note: VDO Board member terms are 3-years; new board members are voted on by the membership for the Annual meeting; Officers are voted on yearly by the board at the first meeting of the new board. Board meetings are tentatively scheduled for Note: VDO Board member terms are 3-years; new board members are voted on by the membership for the Annual meeting; Officers are voted on yearly by the board at the first meeting of the new board. Board meetings are tentatively scheduled for mid-April & mid-October.

## **Draft Agenda of the Semi-Annual Board of Director's Meeting**

April 25, 2020 @ 5910 E Hunter Creek Ct, sign-in for the Annual Meeting is @ 3:50, Semi-Annual Board meeting starts immediately after the conclusion of the Annual Meeting.

*Note: There will be a Call to Membership after each Board Motion that is properly seconded, discussed, and prior to any Board Vote as well as an Open Call to Members with a time limit of 3-minutes for each subject.*

### **Call to Order:**

### **Board Members Quorum: (2/3)**

### **10% Member Quorum (5/42, 2 are ineligible):**

### **Acceptance of Agenda:**

### **Selection of Board Officers by the board:** (President, VP, Secretary, Treasurer, Webmaster)

### **Architectural Committee:** (Chair, member)

### **Nominating Committee:** (Board?)

### **Financial Review Committee:** Minimum of two members to review year-end financials and report to the board, post results on website. (ARS 33-1810) (Sarah Sticha, Greg Valentine?)

### **Acceptance of Minutes from Previous Board Meeting:**

### **President's Report:**

- Reminder for landlords to make their tenants aware of association rules as enforcement goes to the members.
- Exterior improvements to home or yard need to be submitted to the Architectural committee. It's free, fillable forms are on the website as well as the Design Guidelines and CCR's everyone signed on to as a requirement of ownership.

### **Treasurer's Report:**

- Financial Review – 2019 year-end, 2020 first quarter.
- Assessments in arrears, unpaid fines – See 'New Business'.

Your current Board of Directors and Officers are:

Lynn Mattingly, President, (520-266-3103), [vdohoapresident@vistadeloro.org](mailto:vdohoapresident@vistadeloro.org), term ends 2022 Annual Meeting  
Mark Doyle, Vice President, [vdohoavicepresident@vistadeloro.org](mailto:vdohoavicepresident@vistadeloro.org), term ends 2023 Annual Meeting  
Clark Bloom, Board Member at Large, [vdohoadirector@vistadeloro.org](mailto:vdohoadirector@vistadeloro.org), term ends 2021 Annual Meeting

Officers: Secretary Diana Doyle, [vdohoasecretary@vistadeloro.org](mailto:vdohoasecretary@vistadeloro.org); Treasurer DeeDee Hoeft, [vdohoatreasurer@vistadeloro.org](mailto:vdohoatreasurer@vistadeloro.org)

Our current representative on the 3-Canyons HOA Board: John Langhoff, [threecyns-board20west@yahoo.com](mailto:threecyns-board20west@yahoo.com) (Section 20West)

Note: VDO Board member terms are 3-years; new board members are voted on by the membership for the Annual meeting; Officers are voted on yearly by the board at the first meeting of the new board. Board meetings are tentatively scheduled for mid-April & mid-October.

### **Committee Reports:**

- Architectural:
- Nomination:
- Internet:

### **Old Business:**

- Renewal of Assessment Policy:
- Street Address for VDO: Ongoing battle w/ USPS.

### **New Business:**

- Enforcement Action for Lot 12, 5838 E. Hickory Ct for unpaid assessments and Fines, 2019 & 2020. (Send to Attorney, team up with 3 Canyons to save costs, add costs to assessment lien.)
- Enforcement Action for Lot 02, yard / landscaping cleanup. (Get estimate, pay for cleanup, add costs to assessment lien.)
- Thanks to Jill Bachman for the great job as secretary and webmaster, thanks to Diana Doyle for offering her services as Secretary and Mark Doyle as Webmaster.
- Thanks to Neil Bachman for his work on the Architectural Committee, thanks to Scott Stitcha for offering his services to serve.

### **Open Call to Membership:**

### **Adjournment:**

# Cochise Vista Del Oro Homeowner's Association

## 8794 S. Palisades Dr, P.O. Box 1535, Hereford, AZ 85615

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### Minutes of the Fall Board of Director's Meeting (Draft)

**Date:** 4:00 PM Saturday, November 9, 2019

**Location:** Mattingly residence, 5910 E. Hunter Creek Ct.

**Call to Order:** 4:04 pm by President Lynn Mattingly

**Board Members & Officers Present, Establish Quorum:** Lynn Mattingly (President), Clark Bloom (Board Member at Large); Jill Bachman (Secretary), DeeDee Hoeft (Treasurer). 8 member homes represented.

**Acceptance of Agenda:** accepted as posted on the website.

**Action Item:** The Board appointed Mark Doyle to fill the vacant Vice-President position, whose term ends March, 2020. Thank you, Mark, for volunteering, and thanks to Rachel Call for filling the role until she moved. Mark joined the officers for the duration of the meeting.

**Acceptance of Minutes from Previous Meetings:**

- April 18, 2019 (Regular Board Meeting)
- May 18, 2019 (CCR Amendment, ballot)

Both sets of minutes were approved as written and posted on the website.

**President's Report:**

- Action Item: Two Members in arrears, estimated total less than \$1,000. Discussion was held about whether to take legal action to recover now, or wait until the next Board meeting (est. March 2020), at which time invoices will have been sent out for 2020's assessments, and past assessments may have been paid. No action taken. Tabled until next meeting.
- CCR amendment was recorded with the county.
- Invoices will be sent out shortly for November and December 2019 internet service.
- Thanks to Brad Hoeft for his help with mowing while Lee was out, and to Scott Sticha for his help in tidying up the front monument entry.
- Lynn will be adding laminated vinyl to the west-facing stop signs, as they are almost unreadable now.

**Treasurer's Report:**

- Reviewed YTD financials
- Action Item: Proposed Budget 2020. The proposed budget was reviewed, and adjustments were made in 3 line items: (1) reduce legal fees from 1000 to 775, (2) increase website cost from 125 to 250, and (3) increase electricity from 500 to 600. These changes did not make a change to the Total Expense of \$27,630. It was moved and seconded to approve the proposed budget with the adjustments described above. The 2020 budget was approved. There was discussion about investigating a solar lighting package for the monument entryway. Lynn said he was willing to look into that.

- Annual assessments will continue at \$300 per member, including vacant lots, and the annual internet assessment will be \$360 per member with homes. It was moved, seconded and approved to offer members 2 payment options: (1) pay both assessments, if applicable, in full as per usual, due at the end of February, or (2) pay half the assessments, due at the end of February and end of August.

**Financial review:** Two volunteers, Greg Valentine and Sarah Sticha, have agreed to review VDO's financial records after December 31. Thank you Greg and Sarah.

### **Committee Reports:**

- **Architectural**

Gerry Rovner reported on VDO activity since the last meeting.

1 wall request was approved.

2 pergola requests were approved.

He has been notified that 2 landscape plan requests are expected.

Gerry asked that periodic reminders go out to all homeowners, to the effect that anything done outside (for example, front landscaping, hardscape, house repainting) needs to be approved by the Architectural Committee. The committee seeks to help members in an advisory capacity, and so should be contacted early in a project. Lynn agreed to include reminders and Jill was asked to look into putting it in a prominent place on the website. A friendly reminder also needs to be included about maintaining landscaping.

The committee will function under the following guidelines:

- Meetings: 2nd Tuesday of the month if needed.
- The committee reviews and approves requests. If there are issues (fines, Notice of Violation, non-approval) the committee will refer it to the Board.
- Approvals are given for one year; if projects are not begun with the year, they need to be resubmitted for approval.

This information will be written into a VDO procedure, and Jerilee Mattingly offered to develop a pdf fillable form just for VDO requests.

- **Internet**

Mark Doyle reported that 36 homes have the new internet service, 3 are pending due to member availability or access, and 5 are vacant lots without homes. He plans to issue a procedure soon for how to measure internet speed if you are interested. He encouraged everyone to keep the 2 DTN account numbers assigned to each home; the one written on the box that Century Link provided with the "parts and pieces", and the second one he sent in an email to each member. He reminded everyone to make sure that they have stopped their individual residential service, and are now are part of VDO's bulk billing. This information was sent out in the detailed email instructions that included the DTN number mentioned above.

A big thanks to Mark Doyle for his tireless work on this issue and process for VDO!

**Old Business:** Delivery of VDO mail to cluster boxes - Recent progress after going to the Postmaster General. Lynn is still working on it.

**New Business:** Assistant Treasurer Position? After discussion and budget and billings, Dee Dee felt as if she could continue the Treasurer role without additional help.

**Open Call to Membership:** Discussion re: dark skies initiative. Members present expressed support for the dark skies lighting standards referenced in the CC&Rs. It was noted that some homes appear to have bright lighting at nights, including landscape lighting that reflects upwards on house walls. Gerry and Neil have agreed to survey the neighborhood to see how many homes are in compliance. It was suggested that Lynn inform the members that such a survey would be done, to prepare folks in case their exterior lighting should be modified.

**Adjournment: 5:21 pm**

Board of Directors and Officers:

President Lynn Mattingly, (520-266-3103), [VDOHOAPresident@vistadeloro.org](mailto:VDOHOAPresident@vistadeloro.org) , term ends March 2022

Vice President Mark Doyle, [VDOHOAVicepresident@vistadeloro.org](mailto:VDOHOAVicepresident@vistadeloro.org), term ends March 2020

Board Member @ Large Clark Bloom [VDOHOADirector@vistadeloro.org](mailto:VDOHOADirector@vistadeloro.org), term ends March 2021

Secretary Jill Bachman [VDOHOASecretary@vistadeloro.org](mailto:VDOHOASecretary@vistadeloro.org)

Treasurer DeeDee Hoeft [VDOHOATreasurer@vistadeloro.org](mailto:VDOHOATreasurer@vistadeloro.org)

VDOHOA area representative on the 3-Canyons HOA Board: John Langholff, [threecyns-board20west@yahoo.com](mailto:threecyns-board20west@yahoo.com) (Section 20 West)

Note: VDO Board member terms are 3-years; new board members are voted on by the membership and announced at the Annual meeting;  
Officers are appointed yearly at the spring board meeting by the board members.

Board meetings are tentatively scheduled for mid-April (includes Annual) & mid-October.