

## **Tierra de Zia HOA Minutes - August 24<sup>th</sup>, 2020**

Convened at 6:30pm

**Officers Present:** Libby Manabat, president, Mary-Deane Lynn, vice president, Andrew Kirkpatrick, treasurer, Colin Rowe, secretary, and Athena Ortiz, board member.

6:35 Minutes of July meeting read, then corrected. Approved as corrected.

### **Resident Comments**

- Shannon, B5, complained about smoke from C3 and pink lights on patio of B1.
- Mary-Deane Lynn spoke to guests about our need for 2 more board members and announced she would be resigning at the end of this term.
- Board answered questions from attendees about board membership and its duties.

### **Old Business**

- Still need an Office Manager, part time.
- Lawyer is working to remove HOA from dog attack lawsuit. Settlement in progress.
- Painting of building A completed, building L to be painted next spring.
- Lower pond fountain replaced.

### **Treasurer's Report**

- Need another bid for the asphalt project. Considering seal coating instead.
- New gate openers needed.

### **New Business**

- Unit F5's car often parked on Yucca St. illegally.
- Upper pond needs cleaning
- Final review of unit O2's retaining wall project. We need to pick materials; she has agreed to use what we pick.
- The position of Owner Liason was put forth, with Sandy as the only candidate. Parameters for the position still need to be established, will be discussed by the board via email.
- Directional signs were recommended by Libby with arrows for emergency vehicles, delivery drivers, and visitors to find their way around more easily.
- Units used as vacation leases (AirBnB, VRBO, etc.) are in violation of the bylaws. Rentals must be for a minimum of 30 days.
- I13 smoking violation continues. Date and time set for hearing on the issue: Sept 8<sup>th</sup>, 6:30pm.

### **Adjournment**

The meeting was adjourned at 8:45pm by President Libby Manabat.