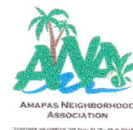


Amapas Neighborhood Association

Meeting Minutes



Location: ANA Office & Zoom

Date: Tuesday, May 6, 2025

Time: 9:30 a.m local time

Attendees: Gary Green, President; Steve Clarke, Treasurer; Will Murdoch, Secretary; David Salter (remote); Dawn Stephens; Jaime Tril (remote)

Absentees: Robert Howell (unknown)

1. **Call to Order:** Meeting was called to order at 9:32 a.m.
2. **Action Item Reviews:** Action items were reviewed and updated. Open and Past Due action items will be discussed at the next meeting.

Item	Owner	Deadline	Action	Recipient	Status
2	Viviana	3/31/2025	Send written confirmation from Oscar (engineer for SB project) that no further compensation will be requested. <i>No further compensation is due.</i>	BOD	Completed
3	Viviana	4/15/2025	Contact the City to confirm if the requirement for all owners to join their Neighborhood Association is correct, and how Conchas Chinas would be implementing it. Will this requirement extend to other colonias (e.g. Amapas)? <i>The requirement seems unusual, and the Board requested follow up on the local chatter about it.</i>	BOD	Update due at next meeting
4	Viviana	Monthly	Contact the City to confirm if/what permits have been applied for and approved for construction at the Torre Amapas site.	BOD	Update due at next meeting
5	Viviana	4/15/2025	Finalize AGM meeting minutes, prepare for notary.	BOD	Past Due
6	Gary & Will	4/15/2025	Evaluate Eventbrite (https://www.eventbrite.com) and Donor Box (https://donorbox.org) for use by ANA as our event platform. <i>The Board agreed to utilize Donor Box for tracking event RSVPs and payments (for events, or general donations).</i>	BOD	Complete
7	Viviana	3/31/2025	Update Stripe setting to pass surcharges to donors. <i>Board agreed to update pricing to cover transaction fees.</i>	BOD	Complete
8	Steve	3/21/2025	Confirm with accountant and passing through processing fees to donors is not a problem.	BOD	Complete
10	Will	3/20/2025	Draft "take away" of volunteer opportunities for Paco's "Hands On Vallarta" event.	BOD & Viviana	Complete
11	Viviana	3/21/2025	Print additional Road To Safety, general ANA, and volunteer opportunities flyers on paper for Paco's "Hands On Vallarta" event.	Gary	Complete

20	Viviana	3/31/2025	Follow up with Darrell Nelson about interest in his building <i>Darrell is not responding to messages; Viviana will follow up with the building administrator and other owners to invite them to join ANA.</i>	BOD	Update due at next meeting
25	Will	3/21/2025	Contact GoDaddy to clean up ANA's email addresses, and coordinate implementation of Microsoft OneDrive storage for association documents. <i>The Board agreed to leverage the AmapasPV@gmail.com google drive for document storage, and keep the GoDaddy email accounts (Admin@AmapasPV.com, etc.)</i>	BOD	Complete
26	Viviana	6/1/2025	Contact the City to confirm if/what permits have been applied for and approved for construction on the site on Gardenias recently purchased. <i>There are no permits yet, as far as Viviana has been able to determine.</i>	BOD	Update due at next meeting

3. **Secretary's Report:** Minutes from March 19, 2025 meeting were approved.

4. **Treasurer's Report:**

Item	Owner	Deadline	Action	Recipient	Status
1	Viviana	3/21/25	Send February financials to Steve to complete Treasurer's report	Steve	Completed
40	Viviana	5/31/2025	Follow up with Rolf and Larry at Selvammar about past due ANA dues.	Steve	

There was no financial report due to delays in receiving Intercom statements. Once Steve receives the statements, he will send financial report to the BOD.

Buen Fin 2025 will officially run from November 14-17. ANA will promote membership discounts if paid or pledged between November 18-24. The first payment of dues will need to be paid before the 2026 ANA Annual Meeting for members to attend and vote.

5. **Vacation Calendars / OoO responsibilities**

Viviana will set an Out of Office response when she is away on vacations. The board agreed to refrain from sending WhatsApp messages when the recipient is away, but instead send emails that are easier to flag for follow up after returning.

6. **Road to Safety**

Item	Owner	Deadline	Action	Recipient	Status
24	Gary	3/21/2025	Contact Roman at Marcel Resort regarding interest in the RTS Steering Committee. <i>Roman is not interested in leading the committee. However, Will can ask again if he would be interested in participating, rather than leading.</i>	BOD	Complete

First Priority: Topes & Crosswalks

Item	Owner	Deadline	Action	Recipient	Status
21	Viviana	4/15/2025	Inquire with the City if an ANA placard could be added to street signs at the crosswalks. <i>The Board understands that a second sign on the same post will be acceptable.</i>	BOD	Complete

The City is ready to start the second week of May. Viviana will get the dates and share with the Board, to be shared with ANA members, etc.

The sequence for "speed reducing buttons" was agreed to be:

1. Kiosko
2. Santa Barbara street
3. Hortensias street
4. Los Pinos street

Item	Owner	Deadline	Action	Recipient	Status
28	Viviana	5/9/25	Forward dates from the city for first Highway 200 tope installation	BOD	
29	Viviana	5/31/25	Confirm the "speed reducing buttons" are the correct type, and order more for the following intersection installations.	BOD	
30	Viviana	5/31/25	Share information on the newly installed lane marker lights on the Highway in Nayarit	BOD	Completed

Second Priority: Access stairs

No progress can be made to request donations, bid work, or set a schedule until updating drawings are ready.

Item	Owner	Deadline	Action	Recipient	Status
22	Viviana	3/31/2025	Request necessary drawings from Luis so we can confirm the scope, timing, and cost to complete.	BOD	Past Due
23	Steve & Viviana	4/15/2025	Update budget for Pulpito/Mirador pathway part of Road To Safety.	BOD	Update due at next meeting

Third Priority: Pulpito/Mirador pathway

This phase will wait until budgets are done, and a more comprehensive fundraising plan can be devised.

Fourth Priority: Emergency Evacuation Plan

Item	Owner	Deadline	Action	Recipient	Status
31	Viviana	5/7/25	Vivian will meet with the City to determine which offices and universities should be consulted to start drafting this plan.	BOD	
32	Steve	5/31/35	Steve's hometown had provided materials for a similar plan. He will share with the Board.	BOD	Completed

7. Website Update

Item	Owner	Deadline	Action	Recipient	Status
9	Will	3/21/2025	Draft SOW for web producer/social media experts to take on ANA work	BOD	Complete

The Board hired a consultant to update the ANA website, to make it more user friendly, and easier to update. The first phase is completed, and the Board reviewed the current update on the website revision. The site is not yet complete, and isn't as "mobile friendly" as we need. The contractor has requested feedback on the design, and content for articles, etc. and photos of new board members.

Item	Owner	Deadline	Action	Recipient	Status
33	Will	5/16/25	Will to respond to Victors questions, and provide photos.	Web Designer	
34	BOD	5/31/25	Provide information on new articles and similar to be included in the new website	Will / Web Designer	

8. Business Membership Update

Tryst Hotel will be joining as a Platinum Member (\$10,000 dues). Will is working with their Director of Operations to get the Business Information sheet, to pass details to the Web designers. Once updated, we can include them in our business directory and highlight in a soon-to-come monthly newsletter.

We will target to start Business Roundtable meetings in June, and continue through September.

Item	Owner	Deadline	Action	Recipient	Status
14	Viviana	3/31/2025	Draft a Business Member proxy when businesses which to send a representative to a meeting	BOD	Past Due
15	Will	3/31/2025	Follow up with La Capella contact for Business Membership	BOD	Past Due
16	Will	3/21/2025	Follow up with Patty Chavez at The Tryst to complete Business Member application form <i>Patty was busy with preparation for the hotel opening, and will reply in a week or two.</i>	BOD	Complete

9. Second Saturday Clean Up

Item	Owner	Deadline	Action	Recipient	Status
17	Everyone	3/26/2025	Send recommendations for April clean up to Will so Board can agree on next location(s)	Will	Complete

The next clean-up is scheduled for May 10, 2025. June's clean-up will be June 14, 2025.

In future emails and social medias, a button will be included to Donate if members are unable to physically join the work but want to support the efforts.

10. Social Committee Update

Item	Owner	Deadline	Action	Recipient	Status
12	Steve	4/15/2025	Draft email to be sent to prior BOD members and VIPs for invitation to November President's Reception	BOD	Complete
18	Dawn	3/26/2025	Draft a Thank You letter to Rock The River business donors, and provide contact emails to Gary	Gary	Complete
19	Gary	3/31/2025	Send Thank You letter to Rock The River business donors	RTR Donors	Complete

There were concerns from some members about including their building name on their name tags during events. To address this, the RSVP form will include a space for the building name or address, should they wish to show that on their name tags.

The President's Reception is targeted for Tuesday, November 18 at 5 or 6 p.m. We will approach Tryst to host. Attendance will be limited to presidents of buildings in Amapas and other local VIPS (key contacts in buildings, businesses, government offices, etc.) The target list of invitees needs to be complete by September for invitations to go out.

Invitees may bring one guest. Event will have wine and appetizers.

Item	Owner	Deadline	Action	Recipient	Status
35	Will	5/31/825	Discuss with Patty at Tryst Hotel to host November President's Reception	BOD	
36	All	5/310/825	Send suggested President's Reception invitee names to Viviana	Viviana	

The annual posada/Holly Jolly is targeted for Wednesday, December 17. Price will likely be around \$600 per person. We will approach La Capella to host, if they join as business members. Or we may return to Casita and Garden, where the 2024 event was held.

11. E-Waste Recycling

We will host another E-Waste recycling the first week of December, to give snow-bird members a chance to return to Vallarta and collect their old electronics. Viviana will collect things in the ANA office, then have the City come pick them up.

12. Excessive Noise in the area

Puerto Vallarta does not currently have a noise ordinance, so there is nothing that ANA or the police can do if businesses, hotels, or residences have excessive noise, even if late at night. In the past, some businesses has promised to alert ANA of upcoming events that would be noisy, so we could alert neighbors. Those updates from businesses are no longer coming.

Item	Owner	Deadline	Action	Recipient	Status
37	Viviana	5/31/2025	Reach out to our contacts at the local hotels/venues, requesting they give ANA updates of loud events, especially those on weekends and evenings, so that our members can be informed.	Local businesses	
38	BOD	5/31/2025	Draft boilerplate responses for Viviana to send to non-members when they ask for her/ANA's support for noise complaints, etc. A second text could be useful for individual members if the issue is large/complex (and their building abandoned ANA membership)	Viviana	
39	Viviana	5/31/2025	Review the members of our Vecinos Vigilantes WhatsApp group, and remove anyone who is not a paid member (individual, FBM, or business)	BOD	

13. Lookout Bar permits

Item	Owner	Deadline	Action	Recipient	Status
27	Viviana	3/31/2025	Contact the City to confirm what permits are active for the Lookout Bar. <i>There are no active permits, as far as Viviana has been able to determine.</i>	BOD	Complete

14. Highway light repair

Item	Owner	Deadline	Action	Recipient	Status
13	Viviana	3/31/2025	Contact CFE to follow up on request to repair/replace highway lights	BOD	Complete

15. New Property Developments

Item	Owner	Deadline	Action	Recipient	Status
26	Viviana	6/1/2025	Contact the City to confirm if/what permits have been applied for and approved for construction on the site adjacent to the ANA office, with 2 buildings on Gardenias to the same owner.	BOD	Update due at next meeting

The Board hasn't heard anything more from Jim Meadows about the "Amapas" project. This item will be tabled until more information becomes available.

16. New Business

- The president of Estrella Del Mar requested that ANA remove the sign for the Amapas Stairs project and donation drive from the side of the trash enclosure for Villas Loma Linda and Estrella Del Mar. VLL maintenance team will be asked to remove it.
- Someone reported that Abedul signage sponsor list was destroyed.

Item	Owner	Deadline	Action	Recipient	Status
40	Will	5/9/25	Check the signs and confirm everything is in good condition.	BOD	Complete

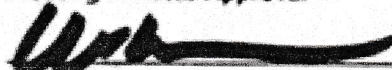
17. Conclusion

There were no items identified to be added to the agenda for the next meeting.

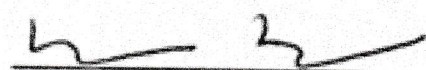
The meeting was adjourned at 10:57 a.m.

Next meeting is scheduled for Wednesday, June 18th, 10 a.m. local time.

Meeting Minutes Approval



Gary Green, President
June 18, 2025



Will Murdoch, Secretary
June 18, 2025