

PHOA BOARD MEETING Minutes, February 10, 2020

Note: Due to inclement weather, the regularly scheduled February monthly meeting was postponed from its original date of February 3.

Attendees: Bruce, Carl, Geoff, Joel, Judy B., Judy M., Karin, Kim, Roger and Stephen (by phone).

The meeting was called to order at 7:08 pm by the President.

As the first order of business, the meeting agenda was unanimously approved.

As the next order of business, the Secretary stated that the minutes of the January 6 meeting had been unanimously approved by a majority of the PHOA Board members by email.

ACC Report

Mr. Carlson described ACC activities in January and decisions or next steps. He commented that other pending projects are in limbo given recent weather conditions. Discussion ensued about actions which could be taken by the ACC dealing with the contagion from mistletoe growth in the trees. It was agreed that this would be a topic for the spring newsletter. The Board also discussed cars of renters parked on the street, which necessitated defensive actions by the City's snow plows, and the need for a reminder about covenant enforcement.

Treasurer's Report

The Treasurer noted that detailed financial information had previously been sent to the Board members, and commented on the surge in activity with membership and trash renewals underway. Discussion ensued about a future review of the existing banking relationship; it was agreed that this would be an action item later in the fiscal year.

Director Reports

- a. Social Events Report – Ms. Crown reviewed the Membership Drive Social at Arceo's on Thursday, January 16. Discussion ensued about the related cost. Given the popularity of this event, it was unanimously agreed that it should be continued, and that the policy about the number of attendees per PHOA household able to attend at no cost should be revisited.
- b. Trash Service Report – Ms. McBride reported that slightly over 100 PHOA members had not yet paid for 2020-2021 (March 1 – February 28) trash and recycling service. The Board discussed potential steps to reduce this number, including the cessation of trash pick-up for those homes as of March 1.
- c. Criminal Activity and Roads Report – Mr. Peterson highlighted the materials that had previously been sent to Board members, including the timing of patrols this month and tasks to be emphasized during their shifts. He described the seven police events in January, as well as the cabling activity by subcontractors of Comcast on Point of the Pines. The Board discussed snow plowing activities by the City in the PHOA and skidding accidents, and commented that on-street plowing is the sole responsibility of the City.
- d. Secretary's Report – Nothing to report.
- e. Membership Report – In addition to the January membership report which was emailed to the Board on February 1, Ms. Young noted the continuing inflow of PHOA membership renewals, with a total of 437 as of 4 pm MT on the date of the meeting.
- f. Communications Report – An update will be forthcoming since the connection with Mr. Prime had been discontinued.
- g. President's Report - Mr. Hutchison discussed potential future staffing to handle the trash service workload, as well as development of a job description and the outreach to members of the PHOA. He

commented on an individual who may be willing to be part of the ACC. Other activities discussed included the distribution of the updated calendar of events, outreach for the return of records from FY 2015 and 2016, finalization of the FY 2019 financial spreadsheet, submission of taxes and independent review of Association financials.

New Business

Discussion ensued about the merits of refreshing the entirety of the PHOA website, the need for a page-by-page scrub and a potential approach to accomplishing this task. The group also discussed professional assistance as a proactive enhancement to the financial operation of the PHOA (i.e., bookkeeping service). The group agreed that the next step would be to call a meeting of the finance group (a subset of the PHOA Board), which had previously completed a number of finance-related activities to establish a course of action. The President agreed to call a meeting of that group.

Old Business

None

There being no further business, the meeting was unanimously adjourned at 8:24 pm.

Respectfully submitted,

Judith K. Benson