

## PHOA BOARD MEETING Minutes, May 4, 2020

**Attendees by Webex/Phone:** Bruce, Carl, Christine, Geoff, Joel, Judy B, Judy M, Kim, and Stephen. In light of the stay at home/safer at home order, Board members joined this regular monthly PHOA Board meeting by webex and/or phone.

The meeting was called to order at 7:09 pm by the President.

As the first order of business, the President noted one addition to the agenda – the reminder for Chipper week. Thereafter, the meeting agenda was unanimously approved.

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

### Committee Reports

The President announced that all Committee reports (including ACC, finance, criminal activity and roads, membership, trash, and communications) had been sent out in advance to the Board. Selected findings from the reports and discussion topics included:

- Trash – Participants increased from 480 at the end of March to 485; 5 members were added and no accounts were closed. Judy M also commented on the monthly bill, changes in vacation hold status, and house sales, a number of which involve long-term Pinecliff residents. Discussion ensued about the need for Judy’s successor and the potential division of job responsibilities.
- Membership – PHOA membership as of April 30 stood at 509, a net increase of 3 members during the month (5 additions and 2 departures). One HOA status letter was issued that involved a refinance.
- Communications – The second tri-annual Newsletter for the year was compiled and delivered; the header for the Pinecliff Connections initiative was created and three emails were sent to members via iContact (May Newsletter and 2 Pinecliff Connections notices). The results are shown below:

Communique	Newsletter	Connections Introduction	Connections Art Walk
Number opened	398	439	413
% opened	59.3%	65.3%	61.5%
Device usage			
Smartphone	55%	58%	48%
Tablet	4%	3%	3%
Computer	41%	40%	49%

- Traffic and Safety – Carl described the scheduled patrols for May and the requested patrols for June; noted the number of events in April; and commented on pothole requests. Discussion ensued about the optimal timing of patrols.
- ACC – April activities were limited to approval of a greenhouse; answering a roof repair question; advising on fencing options; and approval of paint colors for a house. The report noted an increase in parked cars due to stay at home rules, which will be reviewed in a month or so.
- Finance – The Treasurer commented on the delay by the police in cashing their checks (two checks hit the books in one month), and balances in the HOA accounts.
- Social Director – Discussion ensued about Pinecliff Connections, reception to the Art Walk, the Care and Share Food Drive for May; details on Clap Out, including the need for social distancing; timing and number of food trucks, online ordering and payment (as available), and the lack of expense for the PHOA. It was confirmed that no permit would be required, and it was agreed that vendors would be asked to not

promote the PHOA location; the goal is to create a sense of community while helping local independent businesses.

The President commented that responsibility for Connections was a part of the social directors' job and noted that the Board would have oversight at the monthly meetings when everyone reports on their area of responsibility. He observed that Connections is a way of building community, which aligns with the purpose to create and encourage an environment designed to enhance the quality of life for the people in the community. He also, encouraged other Board members to help out with this initiative. He noted that while there may be concerns, Connections needs to be given a chance. He noted that a similar program had been tried 2 years ago to engage a younger demographic, but there was no response. He noted that this program provides value to members, and stated that HOA members would be the only notice recipients.

### **President's Report**

- CONO webinars – The President described a series of webinars offered by CONO that feature key city and county managers. Topics to be covered include land use and development (including updates to the STR and Accessory Dwelling Unit ('ADU') ordinances), public works, parks and recreation, and law enforcement. He described Coral Bluffs and the involvement of the Natural History Museum.
- Spring Newsletter – The President commented on the spring Newsletter, and overall observation of the publication schedule. He noted that in the future, the webmaster will need to be apprised of the tentative release date so that the newsletter can be posted on the website in a timely manner.
- ADU Ordinance – The President noted that on April 30 the Colorado Springs Planning Commission had reviewed the Planning Department's ordinance for ADUs in single family zoned neighborhoods; if approved, it would proceed to the City Council. He suggested a review of the proposal, and provided a letter to the Editor of the Gazette in opposition.

The President then commented on the death of John A. Ordahl, an original resident of Pinecliff who passed away on April 16, 2020. He indicated that he sent a sympathy card to the family on behalf of the PHOA Board.

Discussion also continued about the signs at Pinecliff and the goal of leveraging Karin's work, as well as a determination of the cost for one or two signs.

**Old Business** – Discussion then ensued about a plan to recruit Judy M's successor for trash and the need to start soliciting people directly, a division of responsibilities and the potential role of a bookkeeper to ease the workload.

The President next described the return of dated financial records and the alternative of getting documents directly from the bank, the final reconciliation of certain 2019 financial records, the search for a bookkeeper and the need to provide certain documents to one candidate to assess current activities so as to further the efficiency of financial processes and procedures. In that regard, he indicated that CONO had replaced its bookkeeper and agreed to follow up with the CONO representative and then call a meeting with certain Board members to pursue this initiative.

The Board also discussed updates to the website and coordination of activities to refresh the entire website.

**New Business** – The President mentioned the cost of a one-pager to every Pinecliff resident about the chipper program and the submission of a proposal to the Board to fund this initiative. A similar initiative was last completed in 2018.

There being no further business, the meeting was unanimously adjourned at 8:28 pm.

Respectfully submitted,

Judith K. Benson