

PHOA VIRTUAL BOARD MEETING Minutes, September 1, 2020

Attendees – Carl, Christine, Joel, Judy B, Judy M, Julie, Karin, Kim and Stephen.

The virtual meeting, which was called to order at 7:02 pm, employed Zoom technology, which also will be used for the virtual Annual Meeting to be held on September 24.

As the first order of business, the meeting agenda, which had been sent in advance, was unanimously approved with a revision to reflect the inclusion of Joel on audit related matters.

As the next order of business, the Secretary described three subsequent minor revisions to the minutes, which thereafter were approved unanimously. She indicated that the updated final minutes would be sent to Board members and to Jeff for posting on the Pinecliff website [subsequently completed].

Committee Reports

As President *pro tem*, Christine announced that Committee reports (including Traffic and Safety, Membership, Trash, ACC and Communications) for August had been sent out in advance to the Board.

Selected findings from the reports and discussion topics included:

- Crime Activity and Roads Report – Carl described the number and dates of police patrols for September and the dates to be submitted for October, detailed various criminal activities (including 6 auto burglaries in the past two months), pothole ‘fill’ requests, and an emergency street sweeping. He also summarized his responses to two emails dealing with a fence issue and an auto burglary, and indicated that he would present the results of his inventory of materials from Bruce’s home and potential storage solutions at the October meeting.
- Membership – Kim indicated that she had contacted 4 or 5 individuals as her successor to lead Membership and had a good lead with one. [Subsequently Kim informed the Board that the individual decided to decline this opportunity.] The Board voted to approve the continued membership and trash arrangement with Bruce’s son. Thereafter, Kim provided the Board with revised membership numbers -- 512 at the end of August, including 2 new members and one move-out.
- At this point, Chris noted that she had a feeler out for a potential PHOA Board President.
- Communications – Stephen noted that he had started reviewing articles for the upcoming newsletter, and indicated that most content had been submitted. Discussion ensued about additional newsletter content and adjustments to selected information to reflect August fiscal year-end. Stephen indicated that the newsletter should be issued on September 10 and that newsblasts preceding the annual meeting would be released on September 17 and September 22, as previously agreed to by the Board.
- Social Director – Karin and Chris described the popularity of the food trucks and recent and upcoming activities, such as the *Get Out and Walk* event in August and the Care and Share food drive and Game Exchange in September. Discussion ensued about extending the food trucks into October; it was agreed that the first two Tuesdays in October would be appropriate.
- Finance – The Treasurer described August expenses, which included the liability insurance premium, and the registration of the HOA (payment to the Department of Real Estate). He also described the pending removal of Bruce’s name from the PHOA bank accounts.
- Trash – Participants stood at 483 as of August 31, 2020, with an equal number of homeowner additions and move-outs.

Report of the President *pro tem*

Discussion ensued about the previously submitted ACC report, the requirement that the ACC be separate from the Board but receive funding from the PHOA and approved by the Board, when city rules supersede HOA covenants, and the request for legal letters to address certain current ACC issues. In that latter regard, the Board discussed prior counsel usage. It was agreed that the ACC needs to present its rationale for legal funding for covenant enforcement and the estimated funding required as well as to describe prior resolution attempts; this discussion would be to a subgroup of the Board prior to the October meeting (all Board members are welcome to attend). It was further agreed that the final appropriation of funds to the ACC would require Board approval. Discussion continued about the need to recruit new PHOA members to fill openings, such as the one on the ACC, and the lack of language in the bylaws about the ACC. Christine indicated that she would contact the ACC and would let the entire Board know the date and time for that meeting.

Thereafter it was agreed that the remainder of the meeting should be devoted to a dry run of the upcoming Annual Meeting, the use of Zoom, and a thorough review of the companion slide show and the various depictions and text.

Old Business

Christine noted that the report related to the 2019 PHOA Audit had been distributed to all Board members, and stated that the review of the report and recommendations would be addressed during the October meeting. She described the flowers sent to the two auditors, and indicated that they would oversee the upcoming 2020 audit.

Other dialogue centered on the structure and design of the proposed entrance sign.

The Board thanked Judy M for her many years' contributions to the effective operation of the PHOA. She described her proposed future role and interactions with the Board.

There being no further business, the meeting was unanimously adjourned at 9:20 pm.

Respectfully submitted,

Judith K. Benson