

PHOA MEETING Minutes May 6, 2019

Attendees: Bruce, Joel, Judy (McBride), Stephen, Brad, Christine, Roger, Carl, Rich and Kim.¹ Judy (Benson) attended the meeting by phone.

The meeting was called to order at 7:16 p.m. following a pre-meeting farewell party for Hollis Shumway, who recently stepped down from the PHOA Board.

As the first order of business, the Board approved the meeting agenda. It was noted that the minutes of the April 1 meeting were approved by a majority of Board members via email.

The President next presented a recommendation to elect Stephen Prime as Communications Director of the PHOA and Board member. He noted that according to the By-Laws, the Board is able to approve such a recommendation if it does not occur at the time of the Annual Meeting. Immediately thereafter, the Board unanimously approved the election of Mr. Prime.

President's Report

The President first noted that the library meeting room was already taken for the date originally selected for the PHOA Annual Meeting. Given the By-Laws requirement that the Annual Meeting be held in September, a discussion of other potential proximate dates ensued, and the President agreed to follow up.

The President next described the focus of several CONO (Council of Neighbors and Organization) meetings, including liability insurance, costs and coverage, as well as other actions a homeowners' association could face, and noted that the PHOA plans to put liability insurance coverage out to bid in 2020.

The President then provided an overview of the steps necessary to transition the April newsletter production process. Discussion ensued about potential ways to strengthen the editing process.

The President next provided an update on the proposed Colorado Springs ordinance that would allow ADUs (Accessory Dwelling Units). He indicated that consideration had been pushed back to the third Tuesday in May, and subsequently had been pushed back further without a designated date. The Board discussed the potential impact of such an ordinance on the PHOA and required approvals under the PHOA covenants.

The President then described the formation of a subcommittee of the Board to review financial procedures; immediately thereafter another subcommittee will be formed to review procedural guidelines relating to all Association matters.

Discussion ensued about the city's chipper program, the coverage provided by the meeting with the fire department and ongoing requirements. [Subsequently, the President announced a Wildfire Mitigation/Chipper Program presentation at the Rockrimmon Library on Tuesday, June 4 from 5:10 pm – 6:00 pm. Signs will be posted and a Newsblast will be issued.]

¹ Kim joined the meeting at 7:27 pm.

ACC Report

The Committee described several recent activities requiring ACC approval, including (but not limited to) roofs, landscaping projects, and external wall installations. The Board discussed roof materials permitted in the various covenants encompassing PHOA, and noted that changes to covenants by filings are the responsibility of the homeowners of the homes in the filing (and not the PHOA).

Treasurer's Report

The April Treasurer's Report was presented, which included current membership and trash account balances. The Treasurer reported on a review of bill payment protocols, bank-maintained records, frequency of account activity review, and limited number of checks issued by the Association and check recipients. It was agreed that bill payment protocols would be made a part of the review of financial procedures.

Old Business

- a. April 2019 – Newsletter and iContact Data - Kim provided statistics on consumption of the newsletter by device type (e.g., smartphone, computer, tablet), and noted that smartphones and computers were used equally; indicated that the newsletter had been sent to 634 contacts suggesting multiple contacts per household; described the slightly higher percent of recipients opening the newsletter compared to the newsblast, and observed that few people reviewed the .pdf on the website. Following discussion, it was concluded that emailing the newsletter was an inexpensive and effective way to communicate with PHOA members.
- b. Dumpster Day - Brad indicated that a reminder about Dumpster Day on May 20 will be included in an upcoming newsblast.
- c. Neighborhood Clean-Up – Brad noted that the City's Parks representative had been contacted about supplies for the clean-up scheduled for May 18 from 8:30 am – 11:30 a.m., noted that materials will be dropped off the week of May 13, and indicated that the benches would be prepped on Friday, May 17 in advance of painting the next day.
- d. Summer Kick-Off Party – Christine described the kick-off party, including the food and band, and opportunity for HOA donations.
- e. Garage Sale – Bruce provided an update on the Garage sale, which is scheduled for Saturday, June 22.

New Business

There was no new business to report.

Director Reports

- a. Trash Service Report – Judy noted that all trash accounts from the renewal period have been resolved, noted that there were 462 participants as of both March 31 and April 30 after account additions and closures. She also noted the need for another PHOA member to assist her with trash services, and indicated that a list of potential volunteers had been identified; the importance of this job was reiterated by the President. There also was discussion about the

number of trash and recycle bins still visible from the street following the first round of letters; the ACC indicated that it planned to follow-up with an additional check on the visibility of trash barrels, which will be followed with written communications as necessary.

- b. Criminal Activity and Roads Report – Carl reviewed patrols for May and those requested for June; presented police events for April; commented on shed burglaries; described upcoming street repaving and sidewalk repair including the prep work for Point of the Pines; commented on a pile of homeless goods; and reported a manhole cover fix.
- c. Membership – Kim noted the 486 PHOA members as of the end of April, including one renewal and 5 new members and 3 moves out of the area. Discussion ensued about the impermissibility of transfers of existing memberships and prorating of dues.
- d. Social Events Report – Nothing to report.
- e. Secretary’s Report – Nothing to report
- f. Webmaster Information – There was discussion about the webmaster address (webmaster@pinecliff-hoa.com), and the duration of documents on the web before archiving.

There being no further business, the meeting was unanimously adjourned at 8:51 pm.

Respectfully submitted,

Judith K. Benson