

## **PHOA BOARD MEETING Minutes, May 8, 2023**

Attendees – Board members Becky, Carl, Christine, Jim, Judy, Julie, Laura and Stephen

The meeting was called to order at 7:09 PM.

As the first order of business, the meeting agenda was approved with one addition, and the previously distributed minutes of the April meeting were approved. Thereafter, the Board adjourned to Executive Session at 7:10 pm and reconvened the Board meeting at 7:18 pm.

### **COMMITTEE REPORTS**

It was noted that Committee reports had been sent out in advance.

**ACC** – Jim reported on various ACC activities, including several written remediation communications. Among other ACC initiatives, he and Laura commented on guidance related to shed and fence concealment, need for landscaping, fence staining, and backyard cleanup, and approvals for an obscured greenhouse and pet containment fence (among other approvals). Jim commented that new Pinecliff owners should receive a copy of the Newsletter which enumerates ACC requirements. Julie noted that when residents sign up for trash she issues a letter; Jim agreed to provide language about ACC requirements for Julie to incorporate into that document.

Laura described the goal of a database to track ACC matters. Discussion ensued about the use of Excel and use of a summer hire who might facilitate this initiative; Laura and Jim agreed to follow up. They left the meeting at 7:37 pm.

**Communications** – Stephen commented on the status of the Newsletter, which would be sent out electronically later that week. A reminder about the USPS *Stamp Out Hunger* drive would be included.

**Finance** – There was discussion about the erroneous \$16,000 Hartland charge on May 2. Kris was advised that Hartland had been hacked (among other firms) and that the charge would be reversed. It was agreed that Kris should move forward with the PHOA CD investment.

**Membership and Trash** - Julie indicated that there was nothing new to report.

**Social** – Judy noted that Connections would be starting Food Truck Tuesday reminders shortly.

**Traffic and Public Safety** – Carl reviewed various police events during the prior month as a complement to the advance written materials, and described the patrol request for May. He noted that Michelle, one of the US Postal Service mail delivery staff, commented on a problem with mail boxes being broken into, and urged that outgoing mail not be left in mailboxes.

**Development** – Becky commented on the printing of 100 postcards at a cost of up to \$60 related to the attractive trash and recycling fees available through HOA membership. Becky agreed to provide the postcards and a list at the next Board meeting so that Board members could hand deliver them. Thereafter, it was unanimously:

**Voted:** To authorize the expenditure of up to \$60 to print postcards describing the attractive trash and recycling rates which are available through PHOA membership.

## **Other Business**

Christine reported that she and Chris were working on an appropriate solar light solution for the entrance signage. She commented on the two free mulch piles that will be available until the end of the month. She described the Garage Sale on June 3 and noted that there would be visible signage at the Pinecliff entrances and notices placed on Facebook and Next Door; however, the Garage Sale is not an activity sponsored by the HOA. She described the activities of Dumpster Day on June 5; Julie indicated that the two dumpsters have been instructed to arrive by 9 (with pickup after 3 pm). It was agreed that a NewsBlast would be issued describing Dumpster Day (including the Goodwill truck) and the impermissible items.

There being no further business, it was agreed that the next meeting would be in person with a Zoom option for Stephen while he is traveling during the summer months. Following motion duly made and seconded, the meeting was adjourned at 8:21 pm.

Respectfully submitted,

Judith K. Benson