

PHOA BOARD MEETING Minutes, January 10, 2022

Board Attendees – Becky, Carl, Christine, Jim, Judy, Julie, Karin, Kris, and Stephen

The meeting, which was called to order at 7:00 pm, was conducted virtually via Zoom.

As the first order of business, it was noted that officers of the HOA needed to be elected for the upcoming year. Following a motion duly made and seconded, it was unanimously **voted to elect the following officers:**

President – Christine Thomas
Vice President – Stephen Prime
Secretary – Judith Benson
Treasurer – Kris Kaltenbacher

Thereafter, each officer agreed to accept their election. Other Board members agreed to continue in their current Committee roles.

As the next order of business, the ACC presented its report. Jim commented that there had been fewer requests than normal, but noted that for one home in the HOA, the ACC had stipulated to the seller that all remedies must be disclosed to the buyer, including home repainting and landscaping; this issue had been discussed at prior Board meetings.. Other approvals included drainage, landscaping and roof. He commented that one additional issue may require the involvement of the HOA's attorney. At this point Jim left the meeting.

The Board then unanimously approved the November minutes.

Kris next described issues with the HOA's laptop, which had been purchased less than one year ago, and explained that financial statements would be made available as soon as possible. He noted that December 2021 would be the last month utilizing accrual accounting, and indicated that going forward the financials would include comparisons versus budget and actual monthly and year-to-date statistics. He stated that it was likely that the new Pinecliff sign would be expensed rather than depreciated but commented that he would conduct additional research before a final decision could be made. Discussion ensued about the HOA laptop; it was unanimously agreed that if it cannot be repaired, an email would be sent asking for approval of an expenditure of up to \$1,000. Finally, it was noted that Judy McBride would assume bookkeeper responsibilities from Teri Sale early in 2022.

Other Board reports included the following:

- Communications – Stephen indicated that the newsletter had been mailed, and that there had been 4 Connections and one NewsBlast in December.
- Trash – Julie noted that she had already received 25 renewals, and indicated that she would be meeting with Paul in order to combine the Membership and Trash lists to facilitate future communications and tracking. She also reported that trash service had improved over the past several months.
- Social – Karin reported on the Care and Share Drive and the Caroling in the Park event, and indicated that she was starting to set up the food truck schedule for 2022, which would run from Memorial Day to Labor Day. Thereafter, it was unanimously:

Voted: To authorize a gift card for \$60 to Marigold's to thank the D'Alessandros for leading the Caroling in the Park event.

At 7:30 pm the Board went into executive session and reconvened at 8:06 pm.

At this point Carl commented on a recent meeting of the Finance sub-committee to finalize the recommendations of the auditors following completion of the 2021 HOA audit. He indicated that four of the five recommendations were unanimously approved by the sub-committee; the fifth was deemed overkill given how each HOA expense is carefully documented. Thereafter, it was unanimously:

Voted: To approve four changes in the Financial Operating Guide.

He also reported on five police events in December, two patrols in January of the three requested, and the three requests for February. He described four requests to the City for services, as well as the overall assessment of roads in Pinecliff.

Discussion next ensued about the Amazon distribution center and the impact on traffic. Becky reported on the approved zoning and lack of need for variances, which precluded pushback by neighbors, as well as a traffic study by the City. She also described potential challenges with the Wentwood development as originally contemplated.

Other topics discussed by the Board were:

- Feedback on Newsletter was positive.
- No action was necessary by the HOA on the downed trees on properties in the neighborhood from the recent storm.
- The current cost of insurance was deemed reasonable.
- The HOA should continue its membership in CONO at a cost of \$75 for the year. Thereafter, it was unanimously:

Voted: To approve an expenditure of \$75 to cover the cost of the annual CONO membership.

There being no further business, the meeting was adjourned at 8:37 pm.

Respectfully submitted,

Judith K. Benson

Subsequently, it was determined that the HOA's laptop computer which is used to maintain the books and records could not be repaired. Thereafter, in an action by email duly approved by eight Trustees it was:

Voted: To authorize the expenditure of up to \$1,000 to replace the HOA's laptop computer.

Respectfully submitted,

Judith K. Benson