

PHOA MEETING Minutes February 4, 2019

Attendees: Bruce, Carl, Hollis, Joel, Judy, Judy, Karin, Roger and Rich. Also attending was Steven Prime.

The meeting was called to order at 7:06 pm.

As the first order of business, the Board unanimously approved the meeting agenda as well as the minutes from the January meeting.

President's Report

The President reviewed the PHOA administrative calendar and proposed a change in date for *Movie in the Park* night to August 2, which is expected to be adopted pending additional input. Mr. Hutchison noted the date correction for the Garage Sale, which should have been listed as Saturday, June 22, 2019.

The Board discussed the cutoff for trash sign-up and agreed that a final reminder through a news blast would be sent to all HOA members.

At this point discussion ensued about the addition of a book swap station, which would be a repository where Association members could donate and borrow books. It was agreed that Ms. McBride would conduct research on the merits of such a station, experiences of other HOAs, and potential locations, and that this topic would be made a part of the March meeting agenda.

ACC Report

The Committee described a potential newsletter article on the location of trash receptacles and the preclusion of their visibility from the street, commented on overnight street parking and reminded the Board about the by-law limitations, and provided an update on short-term rentals. The Committee confirmed that letters had been sent to certain HOA members about bush trimming.

Treasurer's Report

The January Treasurer's report was presented. As a part of the financial review, Mr. Smith provided membership and trash revenue statistics. Discussion ensued about the HOA Membership Social at Arceo's, including the costs, set-up, food variety, service and positive feedback from HOA members.

Old Business

- a. Membership Social – It was agreed that the event effectively brings HOA members together. Suggested enhancements for 2020 were more membership forms and Board member rotations at the front desk.
- b. Membership Directory Booklet Requests – It was reported that 96 HOA members have requested printed membership directory booklets to date. Given the number of non-respondents, one additional news blast solicitation will be made so that the size of the print run can be finalized.
- c. Popes Valley Entrance Restoration Proposal – An update was provided that addressed recent meetings with city officials, the property purchased by the city, the lack of requirement or request for a removable fence by the city, lack of funding support by the city, the cost of a

professional landscaper, and the potential for volunteer support for seeding and other natural betterments.

New Business

The Board discussed news blast article suggestions and agreed that the two immediate announcements were the trash/recycle sign-up cutoff and printed directory requests. It was agreed that the blast would be sent the week of February 4.

Director Reports

- a. Criminal Activity and Roads Report – Mr. Peterson detailed current and proposed patrols, and reviewed recent criminal and other reported activity.
- b. Trash Services Report – Ms. McBride and Ms. Shumway elaborated on the news blast alerting HOA members who had not yet signed up for trash service, described the change in ownership of the trash contractor and the continued satisfactory service, and indicated that a due diligence review of the trash contract would be undertaken later in the year. They indicated that there were 459 participants in the trash program as of January 31, 2019, and noted that approximately 144 customers still needed to sign up for trash service for the upcoming year, which begins on March 1. Discussion ensued about other potential service providers.
- c. Membership Report – Ms. Young emailed a report, which detailed the status of membership at the end of January and the virtual tie with the prior year's statistic (360 and 359, respectively).
- d. Social Events Report – Ms. Crown elaborated on the membership event at Arceo's.
- e. Secretary's Report – Ms. Benson indicated that there was nothing to report.
- f. News blast/Facebook Updates – None

The President noted that any website updates or enhancement requests are to be provided to Jeff Amerine.

Other Matters

Mr. Prime was introduced to the group and his consideration for assuming newsletter and news blast responsibilities as well as other assignments noted in a job description. Mr. Hutchison agreed to provide additional details to Mr. Prime following the close of the meeting.

There being no further business, the meeting was unanimously adjourned at 8:25 pm.

Respectfully submitted,

Judith K. Benson