

## **PHOA MEETING Minutes March 4, 2019**

Attendees: Bruce, Joel, Judy (McBride), Christine, Jim, Carl, Hollis and Kim. In the absence of the Secretary, Christine took notes and Bruce prepared a recording so that Judy (Benson) could prepare these minutes.

The meeting was called to order at 7:05 pm.

As the first order of business, the Board approved the meeting agenda as well as the minutes from the February 4 meeting.

### **President's Report**

The President indicated that it was appropriate to recognize the work of Judy and Kim in their respective Trash and Membership roles with gift certificates and confirmed that this action had been unanimously approved by the officers. The recipients declined to accept these honorariums.

The President next introduced an update about a potential Pinecliff Park book swap station (commonly referred to as 'Free Little Library'), and requirements distributed by Judy M. Discussion ensued concerning considerations such as zoning issues, risk of theft, required maintenance, and access to libraries in the area. Thereafter, it was agreed that a Free Little Library was not an appropriate activity for the HOA. It was agreed that an article would be included in the April newsletter.

Karin indicated that Steve Prime is interested in accepting the Communications Director position on the PHOA Board; however, Bruce was unable to confirm with Steve before he left on an extended vacation. Bruce will contact Steve once he returns home in April.

### **ACC Report**

The Committee indicated that more than 30 letters had been sent out to Association members about the visibility of trash cans from the street. It was further agreed that a reminder would be included in the April newsletter about the timing for putting out trash receptacles prior to pick-up, and a suggestion that trash cans be kept inside to deter animals. It was noted that trash service confirmation letters to new customers will include information about keeping bins inside and not visible from the street, which also will prevent 'feasting' by animals.

### **Treasurer's Report**

The February Treasurer's report was presented. As a part of the financial review, Mr. Smith provided membership and trash balance statistics.

### **Old Business**

- a. Membership Drive – Following discussion about the processing of checks and the potential use of PayPal, it was agreed that no changes should be made to this protocol for 2020.
- b. Membership Directory Booklet Requests – Following an additional news blast solicitation, responses about a printed booklet were received from 263 of the 493 Association household

members. It was reported that 106 HOA members had requested printed membership directory booklets. Thereafter, it was agreed that 120 would be printed.

- c. Popes Valley Entrance Restoration Proposal – Following an update on the restoration proposal and meetings with 6 City departments over a multi-month period, the Board engaged in a lengthy discussion on such factors as ownership of the property, easement rights by the City and lack of authorization of the HOA to do any improvements; the \$3,300 cost of materials to complete a land rejuvenation and the requisite volunteer labor; needed engineering work; drainage challenges; exclusion of any fence to limit access to the beautification area; and establishment of precedents that could not be supported by the HOA in the future. While no formal vote was taken, it was agreed that this proposal should not receive any further consideration.

### **New Business**

- a. Event Leader Assignments – Assignments and key dates are as follows:
  - Garage Sale (June 22, 2019) – Bruce
  - Neighborhood Clean-up (May 18, 2019) – Brad
  - Dumpster Day (May 20, 2019) – Brad
  - Summer Kick-off (June 14, 2019) -Christine and Karin
    - i. It was agreed that these dates would be published in the upcoming newsletter.
- b. Newsblast – The goal of the newsblast is to communicate time-sensitive information; it was agreed that none would be issued at this time.
- c. April 2019 Newsletter Articles – Protocol for the newsletter was reviewed and approved; printed versions would be issued in January; electronic newsletters would be issued in April and September exclusively for HOA members. There will be no limit on article length for the electronic versions since printing cost are eliminated. Suggested topics for the April newsletter include ACC request forms, updates on spring and summer events (dates noted above), real estate report, sale of Bestway, and Free Little Library. Articles will be due on April 17, with email delivery on/about April 20.

### **Director Reports**

- a. Membership Report – mailed in advance.
- b. Newsblast/Facebook Updates – none.
- c. Trash Service Report – At the end of February 460 households had signed up for trash (of which 8 had not yet paid). It was noted that this year's renewal process had been much smoother; the new contract year commences the week of March 5.
- d. Social Events Report – It was agreed that negotiations with Arceo's regarding cost would be commenced at an earlier date.
- e. Secretary's Report – None, since Judy B. was not present.
- f. Criminal Activity and Roads Report – Carl detailed current and requested patrols for April, reviewed recent criminal and other reported activity and observed a slide in the number of events in the neighborhood, and indicated that requests for three pothole repairs had been submitted.

There being no further business, the meeting was unanimously adjourned at 9:10 pm.

Respectfully submitted,

Judith K. Benson