

Pawnee Hills Community Association  
Board of Directors Meeting  
February 12, 2008

Board Members Present: Tina O'Bryan, Pam Schultz, Brian Cook, April Osborn, and Greg Brendlinger were present. Sandy Perry was present as Treasurer.

Meeting was called to order at 7:12 p.m. Motion was made to approve the agenda. Motion seconded and passed.

MINUTES:

Tina: We need to vote for Board positions of President and Vice President. Sandy is currently and shall continue to be our Treasurer. Anybody want to be President? Anybody?

Pam: I think you're doing a swell job.

Tina: Okay, how about Vice President? Pam? Do it again? Continue with it?

Pam: So far it hasn't meant anything. No pressure so far.

Tina: Okay, does anybody have objections?

Pam: If somebody prefers it, that's fine with me.

April: No objections.

Tina: Okay, a motion passes that Tina O'Bryan continues to be the President and Pam Schultz is the Vice President.

Facility Report—Cynthia Cregger

Cynthia: What I need to know is kind of a decision on some of the materials. April has seen the samples that I have so far. I don't have any porcelain tile but we all know what porcelain tile looks like. We looked at some ceramic. I showed her some samples of laminate and then you have both seen the sheet vinyl stuff that they have and.

April: We need to look more.

Cynthia: So I can't really go forward with any more of the bids. The other thing we need to know is, I need to know—there was some discussion about while we have it torn out, let's go ahead—we do have some splits and some seams, things are curling. I need to know basically from the Board how much more you want to do, if any, or do we want to go with what we had. As far as laminate, I thought you kind of liked the laminate flooring and most people at the meeting, the homeowners pretty much all said we like laminate. You can get a 12-mm that is 25, 30 year warranty on it. It is easy to install. Downstairs we put a moisture barrier which just is basically a plastic liner underneath it. You can get laminate that has a backer on it or you can buy the backer separately. I found laminate without the backer in addition to the underlayment that was cheaper than anything I priced at Lowe's or Home Depot. I don't recommend going through them for it unless they have a serious sale. You can buy directly from companies and be pretty cost effective. But I do need some decisions from the Board what materials. You know, they can bid a ton of materials for us but we all know—

Pam: Do you have any samples with you?

Cynthia: Did you bring those in that I had you leave in your car?

April: I do but I didn't think those were ones that you were interested in.

Cynthia: Yeah, that's fine.

Tina: You know what? You guys are still working on this. I mean, we could talk for five more hours.

Cynthia: We are still coming in and depending on—do you guys want to do the floor? Right now we are at about \$20,000 to \$25,000 without doing any additional flooring, without doing the additional painting. There was talk about a different color in here, you know, some options.

Pam: Does that include replacing the cabinets?

Cynthia: It does not. None of that was—and I was thinking too, it wouldn't hurt to paint them. They are not broken. They are just unfortunate looking.

Pam: Um-hmm.

Cynthia: It is cosmetic.

Tina: And I think you guys were still working on that so what I'm suggesting is that April work with Cynthia before doing the rebuild project and you act like the Board representative working with Cynthia on that and I think you guys are still talking about flooring and what all we need to change and what all we need to take care of. So I would feel more comfortable if you guys kept working on that.

Cynthia: So the easiest thing for me based on certain decisions I need from the Board, would be for you to give me a ceiling and work within that and we could choose materials, do some cost evaluations on materials. It is not going to be—it will look better than anything you have in here now and I will make sure that there are warranties that are better than anything you have in here now but to stay within that budget is my goal.

Tina: Well, we were looking at between \$20,000 to \$25,000 is what we were looking at.

Cynthia: Okay.

Tina: And if you guys come back and say we can do it in 20, fabulous, if you guys come back and say this is what we can get but it is going to be, say, 26 but it added in this, this, and this, you know.

Cynthia: But you know my goal is to stay under anything you give me. It is just a personal goal I have. That's another thing. If you want to add on what you already have existing, it is not going to be 20. So those are the things I need you to think about. Right now, the bid is make the repairs, paint to match. Only the repaired areas, not come in and redo any color schemes or anything like that. So if you are kind of thinking this is a wonderful time to take advantage of that, it will be cheaper big picture to do it all at once.

Tina: That's what we are thinking of doing.

April: It needs to be done.

Pam: Do it all at once.

Cynthia: So what I need is a ceiling. Tell me what you want and I will go out for bids to get at least to that.

Pam: I'd be interested in seeing what it costs to replace the cabinets no more than there are.

Tina: True.

Cynthia: Well, obviously I will look into that but cabinets aren't cheap. Countertops aren't going to be cheap. Even at that, we can do some tile countertops ourselves and we can keep it pretty low, depending on who we have working on it and what volunteers. We actually had two homeowners volunteer who have backgrounds in interior design who have offered their services free of charge to come in and help us with colors, to come in and help us with some of that and I'm not going to turn down those volunteers but we all know also, I don't let it hold up my project because well-meaning people who don't come forth and actually do the work aren't going to get the project done. I am still going to go forward to get my project completed. I will include them. I am not going to baby sit as far as call them, call them, call them. I will give them the opportunity to come forth. If they can't at this time, I cannot hold up for those people.

Tina: I think you and April can coordinate all of that.

Cynthia: Yeah.

Tina: So as much as I would like to give you a number of say 25, I don't know whether I can even give you that number. I will say to you right now, if we are going to do this, let's get it all done at once, period. This flooring, you are right, it's peeling, it has been peeling. If we do one whole thing, it is going to be cheaper than if we do that little spot and then five, six years from now we try to do this spot.

Cynthia: Absolutely. Labor alone is better off—

Greg: And it's not going to match too—

April: Robin Pickering did come in and had some really good ideas about just some basic color changes that would really dress the place up also. There are people who are willing to come in and put a little bit of time in.

Cynthia: Now, people have offered to paint. I personally don't want them on ladders up here. If they want to paint over there, happy with that. I'm a little concerned about liability if you have volunteers up there and also, do you really do the prep because some of the—if you look over at that corner are some examples of "I didn't prep." Not me personally. People didn't prep in the past the way I would like to see it done, you know, so, and as far as the contractors, if they are within our budget and are you concerned about, do you want to see who they are or are you going to trust me to contact them and start getting them going?

Greg: I've got somebody too.

Cynthia: Oh, absolutely.

Greg: He's done a lot of work for me.

Cynthia: Alright. I need it right away because I already have three bids on the table and they have been with me a couple of months.

Greg: I'll get you the information on this guy.

RC: For the use that this clubhouse gets, you know, to have someone come in and revamp all of the colors seems a bit extravagant. I mean, I know that you are saying, you know, we need to repair things and keep things in order and I will move with you on the Board if the cost isn't that extravagant but to come in here and decorate this place for as much use as it gets, I think it is only reasonable and in the best interest of the money spent when you look at the kind of money that we are spending already, that we seriously consider just painting to match.

Tina: I am curious to see what they actually come back and say. I mean, we have got volunteers that are offering an opinion. We don't have to take the opinion but I think it is great to get an opinion and see what they come back with.

Cynthia: But if we can do the decorating within the same budget, then give me what our budget is and let me try to go for that.

April: Sounds reasonable.

Greg: Yeah.

Cynthia: Because we have four bids so far. One I won't even consider and they are all within the \$20,000, \$25,000. The higher ones will do the fan downstairs. The lower ones won't. The one fan bid I got is basically the difference in the two bids. So we are coming in right about \$25,000.

Tina: The good news is that we are coming close. We have an idea of about what it is going to cost us. I think what you guys have to work on is the materials and basically presenting it to the Board. This is what we have come up with, this is the materials we suggest, and that we just get the approval and then we can get the work started but right now you guys are still in the midst of gathering the information.

Cynthia: I have basically done all of that so I need a decision and when you guys have a decision for me then—what I need is, what am I working with. What are you guys going to allow the budget to be so I know what to tell these contractors. Right now I said, "Well, can you give me a price for this and this and this." Okay, paint to match and a bid to go the whole way, just in case the Board decides. I actually need some definitive answers to give me an idea of where to go. We are at that point now. We have already gotten the four bids with just the rebuild without any additional and so, you know—

Tina: Well, if I say no more than \$25,000, do you think—there's your number. I mean, we can pick a number.

Pam: Why don't we listen to the Treasurer's report and then give her a number.

Tina: But I still think you guys are gathering information.

Cynthia: I read the newsletter and the information is in the newsletter and it will stretch us but then again, we are not, obviously, the coping stones on the pool are the next huge dollar item. Right now, that is also cosmetic, right now.

Tina: Right now.

Cynthia: Because we could put this off another two or three months and—

Tina: No. You are not doing that.

Cynthia: And I am really trying to encourage that not to happen since we have spent two months gathering bids now.

Tina: I know. Well, what I am waiting for is, Greg is going to give you another number. You are still working with April, and you are still working with people who are volunteering to look at some of this stuff and the ideas. So there is no reason why we can't even call a special meeting if we have to before the next meeting just for talking about this rebuild and getting it approved so we can get the contractor started.

Cynthia: The bids I got, 30 days. That is very common. Thirty days. And we are already at that point so--

Tina: So, I think you have Greg's and the two of you working and—

April: Should we just say like \$25,000?

Cynthia: You can't tell your guy to come in under that. That is disclosing bid information.

Greg: He has actually bid remodels.

April: He could always come in under that.

Tina: He could come in under. I would be happy if he came in under. I don't want to go over \$25,000 but I would be happy to—

Cynthia: The thing is, I don't want to have him come in after they have already come in with their bids and say, "Oh, can we have that and that?"

Tina: No. We made the motion that we wanted to get it done—all of it done.

Greg: Right.

Tina: So we are not doing this half way.

Cynthia: And that's flooring.

Tina: That's flooring. Absolutely.

Cynthia: And if we really needed to, we could paint those.

Tina: The cabinets.

Cynthia: Yes.

Tina: Right. But that gives you an idea of where we are at to get this done.

Cynthia: And definitely, if we are tearing out all of this flooring, it is a lot easier to come in here and spray than it was going to be, so materials may cost more to paint the whole thing but labor guaranteed, paint to match on labor compared to coming in here and shooting this—masking it off and shooting it, that is also a variable that hasn't really been discussed. You are not going to have to worry about the flooring and they can come in here and spray it. So that is something to take into consideration as well.

Tina: Okay. April, what do you think?

April: Well, if Cynthia is needing approval for a budget amount, we should say \$25,000 and see, you know, look at some of the bids and look at some of the materials.

Cynthia: I have a proposal.

Tina: Okay.

Cynthia: Can I please have a ceiling of \$25,000, go forward with getting my bids. If we have to have a special meeting at that point, we call the special meeting and discuss it further if need be. But if we can get some of this started, that would be excellent.

Tina: The only concern I have is I want to make sure that all of us know what the work actually is. So if we have to all come over and have a working meeting and walk through when you do finally—

Cynthia: Oh, absolutely.

Pam: And it would be nice to see some samples. I would really like that.

Cynthia: Now, if you guys want to spend the time to get some samples that you think—If you would like to see it here, that is also helpful but keep in mind I really don't want to go Lowe's or Home Depot. I know we can go cheaper than that.

Tina: No, but what I'm saying is that before we do this, I want all of the Board members to do a walk-through and say okay, we are going to do this, we are going to do this, we are going to do this, we are going to do this and this and then we all are on the same page so when it is done we all go, "Wow."

Cynthia: You want the materials at that time when you do that walk-through and say—

Tina: You can tell me what the materials are going to be. I don't have to have samples of it. You just tell me—

Cynthia: Because we can do that today right now and she can give you the sample of the laminate that we have—a sample of laminate. We will go thicker. I think that is a 20 year and it definitely is not a 12-mm. and I really believe we should go at least 12.

Tina: I just don't want somebody to say I thought we were going to do this piece and we didn't get it done.

Cynthia: Me neither.

Tina: So, maybe after the meeting—

Cynthia: Brian knows how much I hate retro-

Tina: Do a quick walk through. We don't have to interrupt the meeting now but after the meeting do a quick walk through. This floor is getting fixed, this wall is getting fixed—

Cynthia: Absolutely. I would love that.

Tina: The fan is going in, whatever. And then we all are on the same page. So is Pam so when she is gone, she knows what we are all talking about. Okay, there was kind of a motion on the floor from April as far as a cap for \$25,000. Do I have a second on that motion?

Pam: I'll second.

Tina: Discussion?

Pam: We already did it.

Tina: Further discussion? All in favor?

Aye, aye, aye.

Tina: Brian?

Brian: No, sorry. But I don't have to put my vote in.

Pam: Well, that would be the part when we have a discussion and you tell us why "no".

April: Do you think the amount is too high?

Brian: Well, yeah. I don't know that we need to go spend the money on extras. I'm just not a fan of that, looking at our financial status and the shape of the facilities; not just this one but all of them.

April: What do you consider extras?

Brian: Extras as in—well, we got a report out, a couple—was it a year?

Pam: More than that. The reserve study?

Brian: Yeah, the reserve study.

Pam: Two to three years.

Brian: And I had the chance to read through it and I haven't got a whole lot of details for you but I do know that the facilities, just looking at them and comparing them to the report, that the report is pretty darn accurate in most things and the facilities do need work. We need to figure out what we are going to do in the future with all of this stuff that we have. So, I don't know, I'm just not a fan of fancying up the place that just gets kind of wrecked from people using it and abusing it and I think we can use the money in better areas. I think the funds can be used better. That's just my opinion.

Cynthia: Let's alleviate some of that concern. A lot of the things that can be done to fancy up the place won't be any more expensive than painting the existing colors, especially if we get to spray it. It is just that kind of thing, just coordinating some colors, just aesthetically looking nicer. It doesn't necessarily

have to be an expensive remodel and I don't think that's what we are shooting for. We are really trying to do this cost effectively but just make it a little nicer place for people to be when they are here.

Brian: Sure. I mean, I don't think that we've gotten any complaints from people who have walked in here and said, "Well, this place is just white."

Cynthia: We have had a lot of people actually say, "It would be really nice if it was a little homier. Can we get some pictures?" So we do have—

Brian: Sure. Pictures on the wall would be great, plants or whatever.

Cynthia: A lot of people who use it feel that way. They have wedding receptions here. They have family reunions. They have wine and cheese parties.

Pam: It is used more than you might know.

April: I was surprised when I heard how much more use this place gets, more than I was aware of.

Brian: And that's great. I'm glad the place is getting used.

Cynthia: But Brian, I promise, I will not go—if it is going to cost us another \$10,000 to make it pretty, I'm not going to do that. I won't do that either.

Tina: We are just doing a rebuild.

Cynthia: If it is going to cost about the same and we can still make it look nicer, that's what I would like to shoot for.

Brian: Well sure, and with the flooring thing, I'm going to say that I don't think that it needs to be replaced but that is just my opinion. It can be transitioned into that room over there and blah, blah, blah, and yes, it is peeling up in areas but, you know, a little bit of glue and you know.

Cynthia: We actually talked about tiling under those but it was still cost and labor and it might be—

Brian: It does but it's not hurting anything. You know, it's been there for years. It's not really hurting anything. In the field and this area of the floor is actually in decent shape. The seams aren't pulling up.

Cynthia: Actually there are seams that are actually starting to separate and fail at the seams. Otherwise I wouldn't even considering—

Brian: That can be patched, I guess is the word. I just don't—

Cynthia: So if I got an estimate to do the base, to patch the floor, and it was reasonable—within a reasonable amount to replacement, because what people don't realize when you start patching and doing things like that, the labor involved with that costs a lot more than you think it will.

Brian: Sure.

Cynthia: So the materials—we do save on materials but the labor to do some of that, it does jack up the price and if they are doing it all at one time, the labor actually goes down a little bit when you are doing that magnitude of work whereas the materials might be a little higher. If it is kind of a wash—

April: This floor only has a few more years so you are looking at having this replaced in a few years anyway. Why not do the whole thing now and be good for 20, 25 years?

Cynthia: If they tell me that is going to cost you an extra \$7,000, no. I'm not going to do that. It is not acceptable.

Brian: Right.

Cynthia: If they tell me it is going to cost me an extra \$500, absolutely. It is well worth it to me.

Brian: And on your question, it is a very good question. So, I'm a fan—

April: Try to look at it as an investment.

Brian: Well, yeah. It is definitely a capital improvement, yes. But I am kind of a fan of using stuff until it is not safe—not safe but it has done its term and it really needs to be completely replaced. Then I am a fan of changing it.

April: It's getting close.

Brian: What's that?

April: It's getting close.

Brian: Yeah, it is. But it is still—this floor, I don't know, I'm looking at it. It has still got some years left in it. I'm sorry?

Pam: Well, here's the deal. Here's where we are at. Do you want to make a different motion because we already had voted on that so do you want to make a motion that would counteract that vote? Or do you guys want to let it go because time—

Tina: Vote. So far, we've got four yeses and one no to approve the \$25,000.

Pam: Right.

Tina: And I think what April and Cynthia are going to work on doing is the cost effectiveness. If we just did this part, it would cost us this. If we do this whole thing, you guys, for \$500 bucks, here we go. We got this whole thing done. So they are going to be the ones that are going to be working with the cost and how it's going to all play out.

Cynthia: And I will be respectful of your concerns so I absolutely appreciate that you bring those forward now and not later and like, stew on it. I would rather hear that now because that really does have an effect on what I do going forward because I will be respectful of your concerns.

April: And we are all homeowners here.

Brian: Yeah, yeah. I mean, I respect the fact that Board people want to do it and I don't. I'm okay with that.

Tina: And I think after the meeting when we do a whole walk-through, we will be able to discuss it more and give them more information of our concerns.

Brian: I am just not for giving the ceiling of \$25,000 when it could be 22 or 21. I'm just not there.

Cynthia: I am not—if it could be 22, I am not going 25. If I can get it for 17—

Brian: No, I understand.

Cynthia: I'm going for 17. In my mind, I don't have a ceiling—

Brian: I don't think that you are trying to overspend, I just—

Cynthia: What I'd really like to do is not have constraints and have three months down the road I am still trying to get this pulled together.

Brian: Sure.

Cynthia: I will absolutely and I know April wouldn't let me do it any other way, be as cost effective as I possibly can. What I don't need is to start the project, stop, got to meet. Okay, start the project—you know, it took me from January, when I first started getting bids, until mid November to get even an approval to get as far as we did just for the remediation. What happened within remediation was not our fault and that also caused more delays. So we have been at this project now for one year. That's what I am trying to alleviate. I will not overspend if I can find any other way.

April: It's money out of all of our pockets.

Cynthia: Absolutely. I would rather have that money—

April: I don't want to spend any more than necessary but it makes sense to me with the cost of materials going up all the time, that if this could be done now—

Tina: That's hugely true.

April: That it is not something that we are going to have to sit down and go through again in five more years.

Cynthia: See, I know we have to have siding repaired. I know that we have to have roofing done. I know we need new gutters or at least patched. And I know we need new windows in this building. I know the barn needs to be re-stained. The mailbox shelter needs to be re-stained. The fence needs to be re-stained about every three to four years. I know the coping stones need to be redone. I know which plumbing areas that still need to be addressed here. Very few, thank goodness.

Brian: My major point is, I know that there are major expenses coming up and they are just going to keep on coming and I'm just a fan of pulling back as far as I can and then when everything is great and we've got a surplus or whatever and we can do some more capital improvements, great.

Cynthia: But I guarantee, a lot of this wouldn't be this expensive now had decisions been made a while back to do preventive maintenance and that is what—that kind of drives when you wait and wait and wait and there are things here that I got bids for years ago that weren't acted on and now we are looking at them and they are much more expensive.

Brian: Well, replacing the floor is not preventive maintenance or anything.

Cynthia: No, it's not.

Brian: And the drainage issues and the plumbing issues—

Cynthia: You can't say that. If that peels up in the next year, seriously peels up, it is an issue, so preventive, we know there's a problem—

Brian: It can be fixed.

Cynthia: It can.

Brian: Without replacing the floor, so.

Cynthia: And there is a problem existing, right. But like I said, if it is within the same, I'd rather go for it. Okay, I'm done.

Tina: Alright. So the motion carries as far as the \$25,000 cap and you two will work on it and keep us informed on where you are at with it. We have to put an ad in the paper for summer help. We need some employees. Cynthia is going to kind of draw a draft ad for us to look over. We are going to have to put something in the paper or if anybody knows anybody that would be interested, you know, we could post something also up at the mailbox shelter.

Cynthia: Dependable. They have to show up.

Tina: You know, and I think we have to have an age limit on it because we are talking about opening and closing the pool and working with chemicals and stuff like that. So I would say somebody has to be over 18 in order to do some of that job. That's what Cynthia is going to work on and we will get it out to the Board so we can review it and figure out what paper we need to put it in, Elbert County News, and posting it up and figuring out, you know, Cynthia is going to have to figure out how to—but we definitely need to have somebody in place—at least two people in place May 1<sup>st</sup>.

Cynthia: One reliable person. If not, I need two just because you've got to have a backup.

Tina: Got to have a backup.

Greg: Yeah.

Tina: So that is another project that we've been working on. We are also talking about re-keying everything before the pool opens and going back to numbering the keys and assigning homeowners the numbered keys. We had talked about that before when we had a copy of the Board keys somehow get a hold of and kids using other people's keys and, you know, it would have been nice if we would have had that numbered key from that kid to find out which homeowner was responsible for that key. So you are going to get us a bid on doing the re-keying?

Cynthia: We got that last year. I'm sure we still have that.

Tina: Yeah, I don't know what it was. Can you call and find out what that would be?

Brian: Well, if it was last year, it is probably not valid.

Tina: That cost. And again, figuring out how we are going to do this. My suggestion was to mail each homeowner their key so every homeowner—you know, we would have the person's name and what key number that we mail directly to their home. I can't think of any other easier way to do it because otherwise you are wasting a lot of Cynthia's time and waiting here for people to come in and pick up their keys. We don't have enough people here. If we had them at our Board meetings to pick them up, that would be great to sign for them. Even at our summer meeting it will be too late. That is just my suggestion is that we mail everybody their key and give them all the rules and stuff.

Cynthia: There were some concerns that some people would say, "I never got my key." But then again, we have that numbering system. That key shows up, you know.

Tina: Anything else, Cynthia, for you? No.

Cynthia: Just a little FYI. In addition to all of those things I named, the retaining wall.

Tina: Uh, yeah, I hate that thing. Greg was here when we did that the first time.

Greg: I was going to say, that's been bad since I was on the board last time.

Tina: That was a bad penny that just came back to you, that retaining wall. Welcome to that one. He was a part of that one too. Anybody else have any questions for Cynthia? Going once, going twice. Okay, I am going to jump to the report from the treasurer because Sandy said she wanted to leave.

Treasurer's Report: (Sandy)

Listing of checks written and discussed. Motion to approve bills as read passed.

The bank balances as of the end of January 2008: Checking Account \$14,040.32, Savings Account \$11,802.86, Reserve Total \$10,357.69, CD #1 \$0.00, CD #2 \$5,352.36, CD #3 \$5,354.21. Total cash on hand \$47,157.44.

Sandy: A couple of things, we received the results of our Workman's Compensation audit and we have another invoice for \$376.00 that we have to pay in addition. We are still outstanding on a couple of Workman's Compensation insurance certificates. If we can track those down from Mile High and then Wood Protectors for the Workman's Comp.

Cynthia: He doesn't have employees. I verified that. So he has no Workman's Comp because he hasn't had employees for several years and I thought you were going to send him a letter to sign.

Brian: Well, so I did, I got everything taken care of and I sent you all the information that I had but State Farm will not accept that document and she said that basically they want to talk to us about whether they are going to let us go on that or not. So, I would have to say that we would have a pretty good argument with them saying the guy has no employees. He is just one guy.

Cynthia: Well, tax documents should prove that.

Brian: Yeah, you would think so.

Cynthia: That's right. If he has employees, he has to file certain things.

Brian: So honestly, the Wood Protectors, I wouldn't worry about it too much. That auditor should, I would hope, let that one go.

Cynthia: The owner of Mile High Contracting left the country, seriously, to go visit family on a family emergency and I have not been able to get a hold of him since he left the country so I don't know if he made it back or where he is, but at this time—I keep calling him and say, "Give me your insurance company and I will take care of all of it for you, just let me know" and I'm not getting any response. He usually responds almost immediately when I call him. He hasn't responded since January.

Sandy: Since the audit is complete and we received the additional invoicing, should I go ahead then and forward the few contractors that I do have Workman's Compensation insurance for? I could send that in and ask for an adjustment and pretty much write off Wood Protectors and Mile High that we will never hear from these people?

Cynthia: Well, we heard from Wood Protectors.

Brian: Yeah, we did hear from them. So yes, I would send that in. I would send whatever you've got. It is for them to figure out.

Sandy: I believe Mile High was the one that was a high dollar one but anyway—

Cynthia: That's the one that is out of the country.

Brian: That is going to be ugly.

Sandy: So, I will see if I can get it adjusted down from the \$376.

Brian: So what are the details around that Mile High one? What went on with that?

Cynthia: They are the one that did our drainage, all the concrete work for the pool repair.

Brian: Okay.

Cynthia: We called them and what we had was not the right date range. First date fine. Because by the time certain things—the decisions got made, our documents were outdated. So we have been trying to get the updated one.

Sandy: If you have the old one, then we know who their insurance company is.

Cynthia: If he still has that. We don't know. But that's what I told you. I would pull that and call that company and see if they still insure him.

Sandy: Well, should I hold off then for a few days?

Cynthia: No.

Brian: I wouldn't.

Cynthia: No.

Brian: I would get it done.

Sandy: I'll go see what I can find out with Workman's Comp audit then.

Brian: And if we can just get that company's insurance company, that's all I need and then—

Cynthia: I left almost daily messages.

Brian: At the insurance company?

Cynthia: No, with this guy to get his insurance company name. In addition to that, same with the sheriff's department. They don't call me back.

Sandy: Okay, then our 1099s for 2007 went out. I had to get Susan Johnson at ABC Solutions to bail us out on that because CMA was only issuing 1099s on checks they had written which was only for four months of the year. So I got them. They actually did mail out an incorrect 1099 to someone and I called that person and asked them to throw that away, that they would be getting a correct one from ABC. I got all the papers pulled together. Susan did not do an audit of the numbers I gave her but I pulled the numbers three different ways and I kept coming up with the same numbers so I am hoping I caught everybody and I am hoping that the 1099s are okay. We will be getting a 1096 by the end of the month and I will give copies of that to CMA so that they know what we've done and hopefully 2008, if we don't switch bookkeepers, they will be able to do 1099s for us, but it was quite fun getting the 1099 information pulled together in 24 hours but, like I said, Susan was willing to do it and so we will be getting an invoice from her but it shouldn't be too terribly much. I also need to get going on the audit and taxes for 2007. There was another CPA that was bidding on auditing our books. I haven't heard anything back from them. I would recommend just going with Fosdick and if you guys are okay with that, I've got minutes to photocopy and I will give the books out later this month.

Tina: Okay. We need to go to Fosdick. If you haven't heard from those other people, then we are going to have to go with Fosdick.

Sandy: And he has the history with us which I think in this case with going through three bookkeepers in one year, is probably a good thing.

Tina: Um-hmm.

Greg: Yeah.

Sandy: And then as I read from the bank balances, CD #1 has been closed. We received a check from that. I gave that to CMA for depositing. It had to be deposited into our savings account rather than the reserve account because of IRS guidelines. So to avoid tax problems, we moved it into the savings. We should have another CD coming due in a week or two. Am I still supposed to close that CD also?

Tina: I think we probably should only so that if we have to, we can always open up another CD after we are done with this project and we get everything, the pool up and running and all of that. I say yes.

Brian: Yup, you probably better. I would agree.

Sandy: So when the next one renews, I will go ahead and close that and then just as far as housekeeping goes, the 2000 documents have been shredded. So we are after seven years on the books. That's it.

Tina: The next thing I have is a letter from our transcriptionist, Marji Jackson. "Dear Tina, I have appreciated your business over the last year and a half. You are a pleasure to work with. I am hereby giving notice to you of my rate change for transcription services. As you can see in the rate

comparisons, I am simply eliminating the 15 minute interval rates and switching to 30 minute intervals instead. The rate change will become effective starting with your March 2008 Board of Directors meeting. I hope this rate change will not affect our working relationship. If you have any questions, please do not hesitate to call me.” So basically, the old rate was up to an hour was \$50. It is the same; up to an hour is \$50. And then from one hour and one minute to one hour and 15 minutes, she did \$62.50. Now she is just going from one hour and one minute to one hour and 30 minutes to \$75, so she has just taken away the 15 minute intervals.

Brian: Yeah. What she is charging is a 30 minute minimum instead of a 15 now.

Tina: Right.

Brian: Good job.

Tina: Does anybody have anything else for Sandy? And Sandy, do you have anything else that we are forgetting?

Website – Sandy Perry No Report.

Architecture Control Committee (ACC) – Pete Smilanic. No report.

Activities Committee - Karlene Herbrand.

Tina: There is a community Easter egg hunt Saturday, March 15<sup>th</sup>, at the clubhouse. So the poster she gave us will go up at the mailbox shelter and then she’s got the little flyer to go in the newsletter. Saturday, March 15<sup>th</sup> at the clubhouse, pictures with the Easter Bunny, a.k.a. Rudy. Easter egg hunt at 11:00. I will save that and get that into the newsletter.

Covenant Committee – Bill Curley. No report.

Directory – Sandy Perry.

Tina: She is putting the stuff together and Pam and Sandy and I are going to work on putting the packet, the actual directory together.

Sandy: Pam and Tina are putting the directory together—

Tina: But Sandy is going to do a lot of the work for us.

April: I can help.

Tina: There we go.

Brian: Very good.

Tina: So, Sandy has already got like 10 directory forms already turned in to her. I think that’s a great start.

Equestrian - RC Cuellar.

RC: I don’t have a whole lot, though. At the last homeowner’s meeting we picked some dates for some trail rides. The first trail ride that we’ve got scheduled will be April 13<sup>th</sup> meet at the barn at 11 am. I got a

propane grill and I will provide burgers and buns for the ride. I am hoping to get some people to bring some drinks and stuff. So one of the things we will be looking for in the newsletter is looking for a trail boss for the trail rides; somebody who won't get lost on the trails.

Tina: Isn't that you, RC? Aren't you the trail boss? You are the head of equestrian.

RC: I get lost every time I go out.

Sandy: I volunteer my dog to lead.

Tina: Okay, Jasper will be the mascot and—

Pam: What happened to the trail maps?

Tina: We have the trail maps. They are on the website, RC.

RC: One of the things—I went down there and really looked, spent some time digging in the arena this afternoon and one of the problems that we have with the arena is that it is just not being worked. I know that there is someone and I'm not sure who it is, who goes out there and it looks like he takes just a little drag and what that does is basically, you know, it's got some teeth about two inches, you know, and kind of makes it pretty, okay? But the tractor or the vehicle or whatever else he is using is also packing it down, okay? So we are just not working that arena enough, for one thing. One of the first things I really think we need to do is to spend average cost to rent a driver and some good equipment to dig that up. It is about \$500.00 a day.

Cynthia: May I interject?

Tina: Sure.

Cynthia: In the past, we actually had it worked to about four inches and people started complaining about the footing being too deep. The other thing you have to be careful of and frost heave alone does that, but we started getting a massive amount of rocks in there that were being worked up.

RC: It was being worked up too much. Exactly.

Cynthia: Well, that's supposed to be four inches. That was doing about four inches, just an FYI just so you know.

RC: It needs to be worked for one thing so that we can actually see what kind of a level and if you go to the arena you will see that there are dips, there are places along the borders where all of the sand is pulled towards the middle, and there are places where the sand is overflowing.

Tina: But about what time of the season, though, I mean, we can't do it now but were you talking about—what time frame?

RC: We could probably start working that in March and April.

Tina: Okay.

RC: We just need to—we really need to get someone out there and work it, okay? After you work that first one to two inches that is in there, then we need to bring in some serious good footing.

Tina: You may want to check with Jeff Minion because he is the one that's been working it and he may be able to work with you.

Pam: But this sounds like a fine line because she is saying four inches was too much. You're saying two inches is not enough.

April: Three. Let's go three.

RC: It is hard packed, okay? I'm mean, you can walk on it and if your own feet will move this much of the dirt as you step, that is a lot. There is really no footing in that arena at all right now. So it needs to be worked up. It needs to be crowned. So we are talking a day's worth of tractor work. I have actually priced footing. I think that we need to commit to at least a minimum of bringing in to start two inches of footing right now.

Cynthia: Do you know how many cubic yards that is by any chance?

RC: Excuse me?

Cynthia: Do you know how many cubic yards that is?

RC: I know how many, let's see. I know that we have 2000 square feet. Yeah, we have 15,000 square feet of arena and then a ton of footing will cover 105 square feet two inches, so we have—I've got all my math here—for two inches we need 143 tons. That's a lot of footing and that cost is going to be for the footing alone is \$2,824 and \$550 for the delivery for a total cost of \$3,375.

Pam: How much is in the budget?

Brian: I don't remember.

Pam: I know we put more in it than we have but I don't know—

Tina: Here you go. Here, I'll let you look at it. Barn, equestrian, misc... Arena maintenance \$2,750.

RC: There's \$900 for the Equestrian Committee and—

Sandy: Barn maintenance and repairs is \$1,000. Then arena maintenance is \$2,750.

RC: So \$3,750 and \$947.

Tina: 46.

RC: \$4,600.

Tina: But again, that's with Jeff working that. Like I said, if you get it the way—I would talk to Jeff and see what he can do. I mean, he may be able to—and who knows, if you need to, put it in the newsletter. Maybe we can write up something that you need or want, RC. We'll get it into the newsletter. People can say, "Well, I know somebody who can drop this" or do this or whatever.

April: Who has the proper implements.

Tina: You know, so that's the only thing I'm saying. If you need some call to actions, write it up in the newsletter.

RC: I'm still confused because it is okay to find a volunteer to come and do that—

Tina: We're not talking electrical work where the whole building can go down if someone puts two wrong wires together. We're not talking about somebody getting hurt if they are up on a ladder and falling. We're talking about a volunteer running their tractor on a bunch of dirt. It would be like a volunteer coming over and—

RC: It would be more sophisticated than that. Because like I said, it has got to be crowned. It has got to be brought up, it has got to be crowned, and it has got to be level after. So they really have to know what they are doing. They have to be very good at flat work.

Tina: Well, I don't know who has that experience in this rather than going out for a bid, maybe there is somebody here that has experience doing that. I mean, people have horses and they have their own riding areas that they are keeping up. I would think that they might have that knowledge, I don't know.

April: Or know someone.

Tina: Or know somebody.

RC: Okay.

Tina: So, that's the only suggestion I have. I understand where you are a little confused but, shoot it out in the newsletter and see what you get. Write up what you need. I don't know anything about it so I wouldn't be helpful writing that.

Pam: Talk to some people and see what they want.

RC: I totally understand that. We are never going to make absolutely everybody happy, okay? A six inch footing or an eight inch footing is going to be excellent footing for anybody doing any type of speed events, okay? A four inch footing is going to work really well for just about everybody. It is not going to be excessive and also it depends on what you use for material. You know, if you use—I'm talking about using what is called a "washed sand," a concrete sand where it is nice and clean. It has got a nice granular texture to it. It gives, you know, but it also conforms and comes back. But you could throw dirt in there that gets a little wet and it turns into a sponge, you know, then that is going to be—

Cynthia: And we have a drainage problem with that. That is something to avoid at all costs.

Brian: What is it doing, pooling in the center or something?

RC: The only way you are going to rid yourself of that drainage problem is to cover it, you know. I don't know of any outdoor arena that doesn't have a drainage problem. You can alleviate some of that by crowning it, you know, and working it properly.

April: Well, obviously the people who have an interest in actually working horses here like you are the people who have the best idea of what needs to be done there.

Greg: My brother-in-law is in the excavating business. He might volunteer his time and his equipment, might be able to work the arena for you. Get your grade right and everything else. I'll talk to him.

RC: Okay.

Brian: I would say depending on the size of the equipment and how far they've got to bring it, you know, it probably—I don't think it would cost much more than 2 or 3, maybe \$400.

Greg: He's out of Castle Rock.

Brian: Maybe \$400 to just recreate that whole thing if you bring out a decent size machine. You are not moving dirt. You are just scraping, you know.

RC: You've got to churn it—

Brian: You can almost do it with a Bobcat, I mean—

RC: Yeah, you can do it with a Bobcat. If somebody's got the correct equipment, they can do it with a Bobcat.

Brian: Yeah, I mean, something even bigger than that you can go much faster.

RC: Don't try and spend my money.

April: That's your money.

RC: We are going to make that arena work this year so that people can actually, you know, say "Pawnee Hills has a great arena."

Tina: Where are we at with the trail signs?

RC: We've got a prototype being made right now. We need to get in the newsletter that I need horseshoes.

Tina: In the newsletter you want, what, used horseshoes?

RC: Yeah. If you've got any shoes you want to get rid of, we will take all the shoes.

Tina: Well, I'll put a draft together—the two things I will put and send to you just so you can approve it, RC, are the April 13<sup>th</sup> get-together and used horseshoes and if there is anything else you want to go in there, shoot it to Susan Laessig. But I will put a draft together and send it to you as a reminder and if that's the way you like it then—

RC: Yup.

Newsletter - Susan Laessig.

Tina: Obviously I'll put in the stuff that we just mentioned. Does anybody have anything else for the newsletter?

Nominating and Welcoming Committee: Pam Schultz. No report.

Communications from the Community Members:

Tina: We received a letter from Bob Rowland January 28, 2008. "Dear Board of Directors, This letter is to notify you that I am exercising my rights under the current bylaws, covenants and the published rules

governing the disclosure and access to the Association's records to members. I want to review all written documents from the Homeowner's meetings on Saturday, January 26, 2008 pertaining to the election of officers. Specifically, I want to confirm that the Board adhered to the rules of the bylaws and covenants that require that all persons casting a vote were "present in person or by proxy." Therefore, I would expect to have access for review all of proxy forms submitted at the meeting as well as being allowed to review all written ballots. I also want to review all records pertaining to the discovery of the mold in the clubhouse as well as any actions since the initial written report that have been contracted, performed or completed in response to this mold, or the remediation thereof. My purpose, as stated in the rules of the HOA, is to verify that the Board has fulfilled its obligations to maintain and protect the common properties of the HOA in which I as a member in good standing have a vested interest in. Thank you in advance for your cooperation in adhering to this Association requirement provided for in our bylaws, covenants and rules as well as Colorado State Statute. Please advise me in writing of the rules for arranging a meeting to perform this review so that we can agree to a specific date and time. I estimate that I will need approximately one hour to complete the review. Robert. P. Rowland"

Tina: The Board of Directors then responded back to Mr. Rowland on February 6 of 2008: "Dear Mr. Rowland: We are in receipt of your letter dated January 28, 2008 requesting to "review all written documents from the Homeowner's meeting on Saturday, January 26, 2008 pertaining to the election of officers." And to "review all records pertaining to the discovery of the mold in the clubhouse as well as any actions since the initial written report that have been contracted, performed or completed in response to this mold or the remediation thereof." Per PHCA's policy and procedure for inspection and copying of Association records, it reads in part: "The inspection and/or copying of the records of the Association shall be conducted during the regular business hours of 9:00 a.m. to 2:00 p.m. Monday through Friday at 35644 Cheyenne Trail...or during the next regular scheduled Owner or Board meeting occurring within 30 days of the owner's request." "The Owner shall complete and sign the Agreement Regarding Inspection of Association Records prior to the inspection and copying of any Association record...Failure to properly complete or sign the Agreement shall be valid grounds for denying an Owner the right to inspect and/or copy any record of the Association." Our next Board meeting will be held on Tuesday, February 12, 2008 at 7:00 p.m. at the clubhouse located at 35644 Cheyenne Trail and you will be able to review the requested documents at that time. Otherwise, please advise us of an alternative time within the regular business hours listed above. A copy of the Agreement Regarding Inspection of Association Records form is attached. It is also available on the website (last page of the policy for inspection of records) or we can provide a copy for you to fill out and sign at the meeting on the 12<sup>th</sup>. Sincerely, Tina O'Bryan, Pawnee Hills Community Association"

Pam: You have heard nothing?

Tina: I have heard nothing. We have heard nothing but we have done our due diligence. We do have a notice of resetting a hearing, Pawnee Hills Community Association against a homeowner. I don't really want to say their name. There is going to be a two-hour hearing set Friday, March 7, 2008 at approximately 8:30 and this regarding unpaid dues. I think that is all we currently have now. Anything else for communications I am missing? Alrighty. The new government mileage rate for 2008 is 0.505 so we have agreed in the past and hope to continue that we just go with whatever the current government rate is for mileage, paying mileage for our employees or for anybody else that goes back and forth and wants to charge for mileage.

Pam: Including Board members.

Tina: Including Board members. A lot of people and I think that is fine if they want to just do all the errands for Pawnee Hills at no cost, that is fine but I did it for six years and decided I can't afford to do that anymore. You will see I will charge for that. I got to thinking about with the new Board which

direction to go and Brian, I have to ask you, is there any way you can take over that reserve report review.

April: Sounds like he has already started on it.

Tina: It sounds like you have. Steve Hamblin was going to work on that but we never did get anything from him. Do you need a copy of the reserve? I know it is posted on the website. Where are we going to come up with the money? What do you feel as a priority? I could read it and say they are saying that the roof is a priority and you are going, "Are you kidding me? It's not the roof, it is the siding." Or it is this project or it is that. And where they gave us a range. Their range is, you know, the high for the roof would \$30,000, you know, and the low would be \$10,000. You would look at it and go, "Really we need to set aside x amount at this time." So, I am giving you that project. I know it is a lot but I'd like to give that to you. Greg, Buildings and Grounds, you have done it before. Working with Cynthia on just the buildings and grounds like that retaining wall. I mean, you are so familiar with it anyway, the drainage problem between there, any little thing that she has got going on. You know, a lighting issue or plumbing issue or what do we do about this or that coming up. If you could work with Cynthia on the buildings and grounds stuff, that would be great.

Greg: Every day I take care of five buildings—commercial buildings, so it is my cup of tea.

Tina: That would be fabulous because, you know, the first thing I would like to get—remember this punch list, Cynthia? There is a lot of it that doesn't even exist anymore.

Cynthia: Or is unnecessary.

Tina: Is unnecessary, doesn't exist anymore but we need—I need to find out where we are at with this stuff. Where do we need to go? What do we have to get fixed before the pool opens? What do we have to get done, not just with this rebuild but the actual buildings and grounds. This is like the whole maintenance stuff.

April, obviously you are part of the rebuild. That is a small feat in itself. And Pam, guess what Pam gets to do? Pam is going to be in charge of the Rules and Regs and in your little packet—

Pam: Son of a gun.

Tina: What a surprise.

Pam: That is a little bit of a surprise. I thought you were going to say something much simpler than that.

Tina: No. I'm giving you the big dog. Okay, the Rules and Regs, we have—in your packet you are going to see the ACC Rules and Regs. We have been holding on to this for what, a year and a half? How long have we been holding on to this, guys? Brian, you know. We've had this ACC Rules and Regs.

Greg: Seen that.

Tina: So, this is the draft. We all need to read this. We all need to put our two cents worth in, red mark it, take out paragraphs that don't make sense. It all has to work with our covenants and bylaws obviously and that is why it was supposedly written with our bylaws and covenants. And then what I figure we would do is, once the Board looked at it, we were going to hand it over to ACC, Pete Smilanic, Ted, and Bill, and say, okay, this is what we have come up with. What do you guys see that is a big problem?

How can we make your life better with this? So Pam is going to push us on this. And you are going to make sure that we don't go astray and say that "we will get to it next month".

Pam: Okay. Well, we will get to it next month but okay.

Tina: Everybody has got a packet. Everybody needs to start reading it and drawing all over it.

Pam: Look at your covenants and bylaws. I guess the covenants is what talks about ACC a lot of different places and mentions a little bit of this and a little bit of that and I am going to try to kind of pull together what we have and compare it to this if that gets you guys kind of a head start on what I am thinking.

Tina: The other thing that she is going to be in charge of is making sure we do this right is, we should have done this but we didn't get to it is the policy and procedure for collection of unpaid assessments. We made changes effective January of 2008. We changed the date payable from the 15<sup>th</sup> to the first and you will see on your paperwork I wrote in what the change was but I still need you guys to look this over and make sure I didn't forget something big. So we changed the due date to be the first of the month and we changed the fee to be instead of a \$10.00 late fee it is going to be \$2.50. But did I catch it all? Because we made a motion and voted to change these items, but never got it changes in our rules and regs. Does anybody want to know what the results of the annual meeting vote was? Did I get that out to you guys?

Pam: I am curious.

Tina: We did have 73 homeowners that were represented; 34 were by proxy, 39 were in person. April Osborn had 56 of the votes for a three-year term. Pam Schultz had 52 votes for a two-year term. I had 51 votes for a one-year term. Greg had 48 votes for a one-year term. RC had 29 votes. Steve Hamblin had 22. Bill Curley had 10. Leslie Varnicle had 10, and Stephen Gile had 8. Are there any surprises in your packet that I forgot to talk about, guys? I got everybody their jobs.

#### Open Forum:

No open forum issues.

Motion made to adjourn the meeting. Motion passed.

Meeting adjourned at 8:45 p.m.

Respectfully submitted by Tina O'Bryan.