

Pawnee Hills Community Association
Board of Directors Meeting
October 9, 2008

Board Members Present: Tina O'Bryan, Pam Schultz, April Osborn, and Greg Brendlinger were present. Gail Brouillard was not present. Sandy Perry was present as Treasurer.

Meeting was called to order at 7:10 p.m. Motion was made and passed to approve the agenda.

MINUTES:

Facility Coordinator Report - Cynthia.

Cynthia: If anyone has something for me paperwork-wise, just set it on the desk upstairs. I will get to it eventually. So, all the inspections, the fire extinguishers, the lights; we did have to have two recharged, fire extinguishers recharged. They did replace some of the bulbs. I requested that they replace all of them but he didn't feel that way so if we have more burn out in the interim, they will have to come back out and that is an extra trip charge but—

April: You mean in these?

Cynthia: In these – the emergency exit signs. So if the electricity goes out, they have battery backups and so there are the lights that are on by the electricity and there are lights that are run from the battery backups. The batteries are fairly expensive and I believe that we had one go out. Did they bill you yet for that?

Sandy: We got billed by somebody for some kind of fire stuff.

Cynthia: Yeah. So they were going to bill us so if you already got that then that is wonderful. We do have to put a lighted exit sign which I went ahead and purchased through them at the time they were out here. But we have to get an electrician to put it in at our new exit door downstairs. We can just use a plastic one in the interim until we get an electrician out here but eventually it does have to be a lighted sign just due to the occupancy of the building.

April: That will have to be tied in to the electric?

Cynthia: Yes with a battery backup. Just like the others in the building.

Cynthia: I've been stood up and stood up by gutter people. I have a guy that was going to—two different companies that were going to bid. We have one bid for siding only. Then I had two companies that were supposed to bid siding and gutter and both of them stood me up, one multiple times and the other one just once. So I have to go back to the source. There are a lot of people who can do a lot of things but not as well as someone who specializes. So I kind of wanted to start with the specialized people and there were people that were recommended to me by reputable people. It is just that they all had work.

Tina: Well, and I'm thinking, if we run our backs up against the wall, there is a possibility where we are just going to have to go with a bid that we feel is reasonable because the siding and the gutters need to be done.

Cynthia: I had to keep the pool open until about mid September. It wasn't open for swimming but I still had to put chemicals and stuff in there until they got it winterized. They got behind and it took them a bit so that's done. He really does feel like we can go one more year. I think that's it unless you guys have questions.

Pam: I have a question. Did this one light get replaced?

Cynthia: No. When I had him out, he thought I meant those lights. So when he comes back out here we are going to do it. I asked him if I could pick up those lights because I haven't been able to find those bulbs but he said you can get them at Home Depot. He said they are really easy. So I'll see if I can't locate them. They are kind of a U-shaped. I think they are a fluorescent type. I don't know what exactly the type they are. He is going to hook me up there so I can get spare bulbs for them.

April: Are reservations picking up more?

Cynthia: I have had a ton of reservations and no one shows up. They are reserving them almost every weekend and then—one of them actually called and said, "Not as many people decided to come as we anticipated. I am just going to have it at my house." One of them called the first time but it was the same person three times so they just wound up going somewhere else.

April: Is it mostly just weekends or is it picking up during the week?

Cynthia: I have scouts in here during the week but I think it is—they were the same night as we are. They have changed to Wednesday night now so they are in here. It is kind of hit and miss whether it is the week. I think it is the second Friday there is a scrapbooking club in here or a scrapbooking thing, program here but I have only noticed them one night. One day, actually, show up and they are more during the day.

Tina: Okay. Anybody have anything else for Cynthia?

Pam: Nope.

Greg: I met the Minions over at the arena on Sunday. Took our horse over there.

Tina: Oh, good.

Greg: And they rode down theirs. Walked the arena. I think we will just hold off through the winter, see if it will settle down.

Cynthia: So do you agree that it is kind of deep?

Greg: In certain places it is, yeah, but towards the middle it is not bad. We will work it. Let's just let it set through the winter.

Cynthia: I remember mentioning that when we were talking about redoing the footing and how deep they wanted it that people did complain the last time. I think that is kind of normal.

Greg: My horse is a mare and we have had her trotting and cantering and everything.

Cynthia: My horse doesn't pick up his feet. I should go down there because he won't pick up his feet. Deep sand is good for that.

Greg: Oh yeah.

Tina: Did Jeff tell you or say to you anything about talking to the guy that did the arena in the first place?

Greg: He said he called them. He never responded back.

Tina: Okay. We were going to try to get the guy to come out there and fix it. When I talked to RC to tell her that we weren't going to purchase the Parma tool, she said she was no longer on the Equestrian Committee and I told her to give me a call if she changed her mind. I haven't heard from her.

April: Does that mean the signs are on hold also?

Tina: No. Diane Minion is taking over the signs. She is going to talk to Dave of D&D. But he just got done having a kidney transplant so I don't know when that is going to, you know. So Diane said she is going to just ride over there and see how he is doing and see if he is willing—you know, it may be put on hold until he feels better to do it which is fine.

Communications from Community Members:

Tina: Joanna Sawyer who actually owns the property at 1724 Kiowa Trail, she is renting to her brother and sister-in-law and, of course, we send all the information to the homeowner, you know, the person that actually owns the home. So she lives in Highlands Ranch. For the newsletters and everything like that, goes straight to her. Well, apparently, she is upset because the sister-in-law was supposed to pay the dues and failed to do so so the brother said, "I'll take it over" and then he was sending it to Total Bookkeeping Operations and so it was a bit of a mess. So she was not happy and I just gave her TBO's phone number, Diane Kramer's information. I gave her CMA's information because that is something that I can't fix. But what she had requested was that the newsletter be sent to her brother and sister-in-law; directly to them so that they would be apprised of all of this information. So then I e-mailed Sandy and Susan and I said, you know, "Can you just make sure that Peggy and John at 1724 Kiowa Trail get the newsletter as well as this Joanna Sawyer so everybody is covered." And then Sandy e-mails back and Susan agreed, which I didn't think about, was, you know, well, we can't get all the renters and all the—it is too much of a struggle. So then what I did was, I called Joanna and let her know that it can't be coming to them and then what I did was, I took the last newsletter, made a copy of it, and attached it to this letter to John and Peggy Sawyer saying, "Last month I was contacted by Joanna Sawyer requesting that we mail you a copy of the newsletter every month. Since you are not the actual owner of the property, we are not able to mail it to you. However, I am attaching a copy of the October newsletter as a courtesy and you are welcome to go on to the website at www.Pawneehillshoa.org to receive all of our newsletters, covenants, bylaws, minutes, etc., or if you have e-mail access, you can send your e-mail address to the Chair of the newsletter, Susan Laesig at" and then I gave her e-mail address "and she will be able to e-mail you the newsletter monthly. Please feel free to contact me at the above phone number if you have any questions. Sincerely, PHCA Board of Directors." So that will go in the file.

Sandy: The labels for the newsletter are derived from the homeowner's list and we don't want to start adding extra homeowners in because all of a sudden if we have that same list generating our voter registers and all of that.

Pam: Sure.

Tina: And I'm fine with it. I just, you know me, I wasn't even thinking about.

Sandy: They do have other methods of receiving the newsletter.

Greg: Oh yeah. You bet.

Tina: And then the other thing that we had, this was talked about, I don't know how many months ago. Susan Hundley had written us a letter regarding her concern about the easements at 1185 Belgian. They have done major landscape, remodel of late, and then finds it interesting that "I was told I have to plant trees, etc., at least 15 feet from the bridal path as an easement. Our neighbor has now moved two huge dirt mounds and they go up to and onto the bridal path." She wanted it addressed. So then I got hold of Pete Smilanic of ACC, asked him if he could drop by there and look at it and then I called her on September 23rd and called her and left her a message regarding the note and I told her that Pete Smilanic, head of ACC, looked at the property and found that those mounds of dirt have been there for quite some time because of the growth on the pile so he was like, Tina, there has been a lot. And the mounds are not impeding onto the trail and that he sees no problem with them. There is still about 20 to 25 feet of easement there and this has just left her a message so I am telling her that he found this and as far as the tree goes, a horse can't get through a tree but a horse can go over a mound. I probably shouldn't have said that but I was just trying to say, you know, of course you can't plant a tree in the middle of an easement because a horse can't go through a tree but these mounds were not found to be—he couldn't see where they were—

Greg: Be a problem.

Tina: Yeah. I mean, he's like, "Tina, there is like 25 feet there." So if they are in there, it is not by very much and that these mounds have been there forever. Never heard back from her. Because I called her just to tell her that I was going to have ACC look at it, just let her know that I was responding back to her and then Pete called me back and then I told her about that. So I haven't heard anything. I don't know if she is mad, happy, I don't know or if she has even forgotten about it.

Treasurer's Report: (Sandy)

Sandy: Bank balances as of the end of September: Checking account: \$2,363.30. Savings account: \$709.61 for a total operating amount of \$3,322.91. Reserve replacement fund: \$12,005.71 for a total cash from the Association of \$15,328.62.

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

Sandy: Annual report is due to the State of Colorado. We also received a letter from the IRS noting a discrepancy in our payee name in their 10. Apparently, the 1099 that we sent to Mile High Contracting did not contain a proper 10 or social security number. I spoke with the IRS and they told me that if you give somebody a 1099 and a person's social security number, then you have to have their name doing business as a business name. And in this case, the 1099 went out as a business name and it didn't have a business 10; it had a social security number. So, the IRS said—I came back to the clubhouse and I looked and the only other 10 I could find for him was a 1099 we did in 2004 that had contained the same exact information so it was not like there was a typo or something unless they didn't catch it three years ago. But, we were told that we need to update our records so that the next time we use this guy that we do get it correct. So that is just something we need to watch for on our 1099. I've got all this. I've got the backup documents that just need to be filed upstairs. I was going to ask about all the receipts for the carpeting, all that kind of stuff because we need to get—I know that Cynthia had mentioned that things weren't quite settled and before I pass off the books, that needs to get totaled.

Tina: Yeah, because once she gets the check for the amounts and stuff, she can tie everything together.

Sandy: So I think that just needs to be squared up. Also received an e-mail from our auditor that he needs someone to go over and do the fraud audit and sign the agreement for the audit.

Tina: Okay.

Sandy: And we do have, I believe, a tax deadline is April 15th so I don't know if he can forward those tax returns without being signed. They probably need to be signed. I'm hoping that he has them ready to go.

Tina: Okay. I will give him a call and see if I can go over there and pick them up if they are done.

Sandy: I still need to swing over to your house for like an hour or two to go over all of the Treasury stuff for you to take over, but I also potentially have a replacement person.

Tina: Who would that be?

Sandy: We are thinking about RC. And it would be a job share kind of thing and I told her that I would be willing to do scanning of the checks and make sure that things are getting paid if she comes to the meetings and then does some of the weirder stuff.

Tina: So who would be officially the treasurer?

Sandy: I guess RC.

Tina: Okay. Well, let me know.

Sandy: And I would be like the assistant but she wanted to think about it.

Tina: Okay.

Sandy: So I'll just go ahead and pass off the books. They are fairly clean right now except for the rebuild stuff. I mean, I've got paperwork on all of it.

Tina: Alright. Anybody else have anything?

April: Thank you for all of your time.

Greg: Yeah.

Sandy: As far as the website, all the minutes out there, all the newsletters, stuff like that, and there still is the water adjudication stuff and if there is more information to put out there—

Pam: I think we should have the augmentation information on the website.

Tina: Well, I think we should have the augmentation and we also need to—which Craig could probably give us information regarding that and we could put it—

April: Well, and I spoke with Gary about it today also about augmentation.

Tina: And then the consent form would probably be a good thing if they could—

Pam: And that needs to go in the newsletter too.

April: That would be done separately from any decree, adjudication business. That needs to be done first.

Tina: You are talking about the consent form? I'm saying that the consent form can go on the website so that I can just tell people to go on the website and you can just print it off on the computer.

Sandy: Do I need to get permission for each little thing that I want to put up on the website, or can it be just like a global approve anything to do with water adjudication, you know, if April comes up with some stuff that I can post it—

Pam: Well, unless you have a question about it.

Tina: Yeah, unless you feel uncomfortable about it, then post it—it is more just providing information to the community.

April: Right. The more information the better.

Tina: You know, and it is easier for me if someone calls me to just say it is on the website and you can just download it and sign it and give it to April or mail it to the clubhouse. You know what I'm saying?

April: That's the best thing is to have them send it here care of. My only alternative right now is stick it in that mailbox on my deck.

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

Activities Committee - Karlene Herbrand. No report.

Directory – Tina O'Bryan. No report.

Equestrian - No report.

Tina: We kind of touched base a little bit about the arena footing and what was going on with that. You know, I think some of it is going to settle but I'll be honest with you, there are like seven inches in some of those spots.

Greg: We can pull some of it out next spring.

Tina: Something is going to have to happen there.

Greg: Jeff and I thought we could pull it out of there.

Tina: I just want it to get used. If people aren't using it because it is too deep then we need to do something about it. I am getting all kinds of stories here but I just wanted to clarify that I did contact RC regarding the Board's decision not to buy that piece of equipment for \$1,900.00 at the end of December of 2009 and was told that she no longer wanted to be on the Equestrian Committee because she did not want to be associated with a Board that would just throw money out the door. I didn't even get a chance to tell her that Jeff Minion has been doing our arena maintenance for over 20 years and that he not only does the arena maintenance but he also does the snow removal, the weed whacking and the mowing on that property and she was only going to do the arena and didn't say anything about the round pen and he does both and without even being able to even say that, she felt that the Board was just throwing money out the window and that she no longer wanted to be on the Equestrian Committee. I told her that I'm

sorry to hear that but if she ever changed her mind to be on the Equestrian Committee to please let me know, give me a call.

Pam: I'm confused.

Tina: What.

Pam: She is upset with what we are doing with the money but she might want to be treasurer?

Tina: I'm confused also. But the Equestrian chair is an open position, unless I hear from RC to the contrary.

Pam: Are we going to advertise for a treasurer again in the newsletter?

Tina: Yeah. Until I hear someone confirm that they want to volunteer.

Greg: Just keep it running.

Nominating and Welcoming – Pam Schultz. No report.

Website – Sandy Perry – No report.

Open Forum:

Tina: The only thing I have is, I got in the mail and I thought this was very interesting from my insurance company what the definition of a household pet is and I kind of liked it.

Pam: You got it in the mail from your insurance company?

Tina: Yeah, because it was about whether they cover household pets like in a fire or something. So then they had this definition of a household pet and I thought it was kind of cool. It means "a fully domesticated animal owned by you for personal companionship such as a dog, a cat, a reptile, a bird, or a rodent. Household pet does not include any type of horse, cow, pig, sheep, goat, chicken, turkey, or captive fur-bearing animal or any animal commonly kept for food or profit." I think that is a good ACC clarification then. So I think we are going to use that in our ACC Guidelines as what a definition of a household pet is. Because for some people—some people think a goat is, from what I understand.

Motion made to adjourn the meeting. Motion passed.

Meeting adjourned at 8:13 p.m.

Respectfully submitted.

Tina O'Bryan