

Pawnee Hills Community Association
Board of Directors Meeting
September 10, 2009

Board members present: Tina O'Bryan, Pam Schultz, Mary Hill, and Liz Krupinski. The meeting was called to order at 7:05 pm.

Motion was made and passed to approve the agenda.

Facility Coordinator Report-Cynthia

The pool will close when the pool company winterizes it sometime in the next two weeks. When the pool closes, will do seeding and repair the fence on the south side.

Tina asked about office supplies. Will order six black and white ink cartridges and scotch tape.

The door to the women's' restroom is in need of repair or replacement. The fan to the steam room isn't venting the humidity. Moisture collects on the walls. A larger fan or additional fan is needed. The existing fan needs to be moved.

The barn lighting is done and paid. Cynthia is working on getting bids for the retaining wall at the sport court. The wire from the utility pole to the back of the clubhouse is frayed and needs to be replaced. Cynthia recommended that when it is repaired, the wire also be buried. The light bulb at the back door of the clubhouse needs to be replaced.

Communications from Community Members:

A covenant violation letter was sent to 1185 Belgian Trail requesting removal of a cow that was on the property. David and Samantha Hawksworth of 1185 Belgian Trail responded with the following. "Dear Pawnee Hills Community Association: The violation of Article VI of the Declaration of Amendment of Protective Covenants: you claim we had a cow on the property. There was no cow but there was a steer. It was here for a short time and has left the property. The violation cited has been corrected. We apologize for any inconvenience they may have cause anyone. David Hawksworth"

Treasurer's Report-Sandy

The account balances are as follows: petty cash \$350, checking \$480.59, savings \$5,745.79, total operating \$10,976.38, and reserve account is \$22,485.02 giving us a total of \$33,461.40.

The list of checks written was read and discussed. Tina made a motion to approve all bills as read. Mary seconded the motion. All in favor? Aye.

Sandy said CMA needs to know if there will be a dues increase before they print the coupon books. Pam said she couldn't vote until we have a budget meeting. Liz agreed. CMA will send budget information so we can budget for 2010. Sandy will work with this information and draft a budget for review at the next meeting. Pam mentioned staff expenditures as being over budget and noted an increase of 25% over two years. Some expenditures were paid for by shifting money between categories. Pam said staff is \$10,000 over this year. What is the number of hours needed to get the work done? Tina said that we have never done a good job budgeting for staff and that the workload goes up in the summer and down in the winter and can't predict some maintenance items such as those caused by vandalism.

Sandy said there was a mystery credit of \$54.64 to a homeowner. Sandy requested credit information from CMA. We need to know what the credit is for. This homeowner paid account off except for \$1.32, which is now \$13.00 due to interest and late fees. Tina will contact CMA to investigate this. Auditors want adjustments to homeowners in the minutes. We need to record our write-offs.

Sandy wants to get the numbers on what it costs us to collect debt from homeowners using the attorney and paying their fees.

Architectural Control Committee:

The ACC approved plans for a homeowner's new fence and building at 35605 Cherokee Trail.

Activities Committee:

Robin reported that signs are going up tonight for the garage sale which is 8 am-4pm Friday and Saturday. Maps will be located at the mail building. Elbert County News has an ad for it. Tiles left over from the clubhouse remodel will be for sale and if they sell, they money will be used for the clubhouse and/or community activities.

The clubhouse is booked for the first card party in October. The Fall Festival is ready. We will only have chili instead of wieners and chili. The chili will be made from the summer picnic leftovers and Robin will donate the rest of the beef. Mary suggested having a raffle for the big prizes. Robin suggested raffling off the centerpiece. Karlene and her daughter are providing gift bags and prizes.

The ladies coffee has regularly had 6-8 participants and two new members joined the book club.

Robin asked if the Welcome Committee had a budget. It has \$50. Robin requested that the board consider an increase. Tina asked the Activities Committee to work on that for next year's budget.

Tina asked Liz to contact Diane for a status on the trail markers. Tina will follow up on sand removal from the arena.

Directory- No report from Tina.

Equestrian – No RC. No report.

Newsletter- Liz Krupinski

Liz asked if we take ads from non-community members. Tina said yes. Tina asked if we should raise the advertising rates. Liz said they were reasonable. Pam agreed saying distribution was limited to our community.

Nominating – No report from Pam.

Website – Sandy fixed the CMA link. CMA moved their page, which caused the link not to work.

Tina requested the board review the draft letter Investment of Reserve Policy and the Three Year Reserve Study requirement. Tina was getting bids for the three-year reserve study. Tina made a motion to have Aspen Reserve conduct the Level 2 Reserve Study not to exceed a cost of \$1900. Pam seconded the motion. All in favor? Aye.

Tina made a motion to adjourn the meeting at 8:55 pm. Liz seconded. All in favor? Aye.