

PAWNEE HILLS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 10, 2016

Meeting called to order at 6:04 pm. Board members in attendance; Tina O'Bryan, Greg Harber, Todd Fukai, Kathleen Macy. Motion made to approve the agenda seconded and approved.

OPEN FORUM: None. Tina explained what open forum is. Anyone can add something to the agenda and speak at this time.

APPROVE MINUTES: Todd asks that one section of the February minutes be corrected. Motion made to approve the February minutes following this correction. Seconded and approved.

REPORT FROM FACILITY COORDINATOR: Jim Garnhart: Jim was not at the meeting; Tina read a prepared statement from Jim. Goals this month: finish blinds in the lower level and upstairs office area, prepare backyard for the Easter egg hunt, finish metal flashing at the pavilion caused by the birds, replace doors to the shed that are damaged and paint the shed. Would like to get bids for weed spraying at the mailbox and sport courts/clubhouse. With all the rain last year the weeds were problematic and a commercial service has better equipment and product to combat this. Tina states the HOA has used Tru Green in the past and recommends using a commercial service. Cynthia states that Tru Green did take care of this about 5 years ago but we had difficulty with Tru Green because we were their only commercial account and they were not always able to be responsive to our needs. Tina to have Jim get bids for weed spraying service for this season. Discussion had regarding replacing/improving the island at Pawnee Hills entrance. Most options are cost prohibitive.

Requesting approval to renew Microsoft Office on the computer at a cost of \$69.00 per year or \$6.99 per month. It is used for correspondence to vendors and homeowners as well as sign making. I believe Sandy uses it as well. Discussion regarding whether this is just an upgrade and not a necessary expense. Will ask Jim for further clarification. Sandy states she uses her home computer.

The Elbert County fire ban information has been placed in the mailbox shelter.

A homeowner stated that his mailbox door has broken off and believes it is the HOA's responsibility to fix this. Tina confirms that the boxes are the responsibility of the HOA to maintain but the post office has had spare/used equipment in the past. Tina to contact the homeowner and the post office to see if they have replacement parts at this time.

Numerous reservations have been made for the clubhouse in the next 6 weeks.

The Board needs to approve to repair/replace lights at clubhouse and barn as well as the electrical at the mailbox.

Greg states he is able to do some of the electrical repairs himself. Tina takes this time to clarify why the board should not sanction a non-professional doing electrical work. Tina states that the board has typically had electrical and plumbing work done by licensed, bonded and insured professionals for liability reasons. Greg is not insured or licensed and does not have workman's comp insurance. She has been in contact with the insurance company regarding this. If Greg were to do electrical work and the barn were to burn down; the insurance company may pay the claim but if they then determined the work was done by a non-professional they would then sue that individual for the claim and if the individual was unable to pay then they would sue the HOA and the community would be responsible. Also a non-professional does not know what all the electrical codes and other requirements are. Greg states that we have electrical issues at the barn and mailbox that are not to code. It is mentioned that this is an old building and there may be many things that are not to code. The bids we currently have from JC Electric and Parker Electric do not include all the work that apparently needs to be done. We would like each company to assess what absolutely needs to be done immediately and what items could be delayed until a later date. It is noted that we need to get the parking lot light repaired as well as the light at the barn repaired ASAP. Greg will contact Jim to do an electrical assessment and to arrange for JC Electric and Parker Electric to bid on these items.

Once the RFP's (Request for Proposal) are obtained we will go with the lowest bid and will not need to wait until the next board meeting for approval so this work can be completed sooner rather than later.

COMMUNICATIONS FROM COMMUNITY MEMBERS: None

REPORT FROM TREASURER: Sandy Perry: Bank balances as of February 29, 2016. Petty Cash: \$350.00. Checking: \$25,419.78. Savings: \$57,177.55. Debit card: \$2,039.15. Total Operating: \$84,986.48. Reserve Fund: \$26,647.76. Total: \$111,634.24. Bills read and motion made to approve the bills. Motion seconded and approved. Write offs for the month: None. Todd requests that all the financial information be sent to the board in advance of the meeting. Sandy states that CMA does send the financials every month, she will make sure the new board members are on the list to receive these. Sandy will inform Todd what the treasurer's report will include prior to the meeting.

REPORT FROM COMMITTEES:

ACC: Board of Directors Interim: 1641 Pawnee Pkwy- replace existing fence with 6 foot privacy fence, motion made to approve this request seconded and approved. 1938 Pawnee Pkwy requests 36x36 barn with 8 foot overhangs on each side and fencing, motion made to approve this request seconded and approved.

The board continues to look for a volunteer for the Architectural Control Committee. The board will continue to be the ACC in the interim. Paulette states that the Covenant Control Committee has discussed the possibility of taking over this role in the future but is not prepared to do so at this time. The board thinks this would be a good solution.

Activities: Karlene Herbrand: Karlene requests that activities report be moved up on the agenda. Tina states they can be moved up on the agenda. The Easter egg hunt is scheduled for March 19 at 10am. The first aid/cpr class is still being formed.

Equestrian: Kathleen Macy: Is planning a community horse event on April 30th. She is requesting that a banner be ordered as a way to notify the community of events. Referred to Jim to order this item.

Kathleen states she has not yet moved and plans to continue being a board member and to represent the Equestrian committee until she notifies us otherwise.

She is putting together an online survey via Survey Monkey in order to gather information and the consensus of the community regarding a covered arena. There was a discussion regarding surveys and it is suggested that rather than have numerous surveys go out to the community the board should put together a survey that represents the other committees as well as other topics of interest all at once. Kathleen will email what information she has for the Survey Monkey site so the board can construct a new survey. Any survey that goes out to the community should be presented to the board for review. The board will use the newsletter and mailbox shelter as a means to communicate any surveys to the community.

There was discussion regarding the possibility of new volunteers to represent the Equestrian committee.

A homeowner is currently boarding her horses at the community barn while her barn is being built. She has fashioned a turn out from fence panels. It has been asked "What is the process for a homeowner to use the barn facilities for a period of time." The homeowner must inform the board that they are boarding horses at the barn and the homeowner must post emergency contact information at the barn. The homeowner must also clean up after the horses and is responsible for any damages that may occur. Jim will contact this homeowner and explain the expectations. Suggestion made by a homeowner that we should remodel the barn to include turnouts. It is Kathleen's opinion that the barn is dark and without ventilation, no one would want to put their horse in it. She also states the arena property is poorly planned and parking and drainage is a problem. To improve the barn/arena property it will require many changes and more research is necessary.

Newsletter: Bill Curly: Bill is currently working on the March newsletter. Tina has provided items in need of editing and correction. Tina states the newsletter is only to provide facts and is not to include opinion pieces or anything that is not board or community related. The newsletter must be approved by the board before it goes out to the community. Bill has made a request to use the Pawnee Hills computer to prepare the newsletter since it has the necessary program on it. Bill to contact Jim and he will make the computer available to him.

Nominating: None

Website: Sandy Perry: Please send Sandy any changes or additions to the activities. Covenant committee will have a meeting every 2nd Tuesday of every month. Equestrian committee adding a Horse event 4/30. The community can only view what is reserved and or available on the calendar, Sandy makes edits to it.

Covenants and Bylaws: Paulette Creshawn: Had first meeting on Tuesday, March 8th. The committee will begin going through the documents. There is some confusion as to what is the most current document. Bill will be going to the county to get all the filings. Tina states that she has personally, in the past, gone to the county to get all the documents. She will review what's on there to see what may be missing. Paulette is requesting a budget to cover the cost of county records and copies for all the committee members.

Welcoming: Robin Pickering: Nothing to report

Board Business: Tina suggests that the board have an informational/educational meeting to get the new board members up to date on current issues such as delinquencies, rules and regulations, procedures, maintenance, accounting, bills etc.... No date set for such a meeting.

Greg is continuing to gather information regarding other neighborhoods with covered horse arenas.

Board has made selections for President and Vice President. Todd Fukai nominated for the position of President. Greg Harber nominated for the position of Vice President. Todd Fukai to serve as President and Greg Harber to serve as Vice President.

Motion made to adjourn the meeting seconded and approved. Meeting adjourned at 7:46 pm.

Respectfully submitted,
Andrea Garnhart
Secretary