

PAWNEE HILL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 9, 2017

Call to order, declaration of quorum. Board members in attendance: Cynthia Cregger, Mark Chisholm, Barb St Clair, Don Larsen. Motion made to approve the agenda, seconded and approved.

Approval of Minutes: September, and October 2017 minutes approved & seconded

Announcements: Jim asked to get quotes from alternate management companies some time ago and got no response. Now one has called back. Is the board still interested in this information? Yes.

Open Forum: Homeowner asks to be introduced to each board member.

Reports

Treasurer-Sandy Perry: Bank Balances Petty cash \$350.00 Checking-\$ 37,951.48, Debit Card-\$1,617.96, Savings-\$27,298.83, Total-\$67,218.27, Reserve Account-\$70,713.06, Total Funds-\$137,931.38. The bills have been read and motion made to approve the bills as read seconded and approved.

Facility Coordinator-Jim Garnhart: The mouse problem at the clubhouse has been taken care off. Have replaced the board on the front step, added and painted molding/trim to the front door, repaired the shed doors and mowed one last time for the year. The mowers have been winterized. Spoke with the reserve study company-they require payment up front and Sandy has been notified. The address markers have been installed per the fire department at the club house and barn. All the batteries on the surveillance cameras at the mailbox and barn have been changed. Have spoken to and arranged for snow removal service at the clubhouse. Received a bill from Lawn Doctor and if pre-paid the HOA will save about \$100. Motion made to pay Lawn Doctor seconded and approved. Would like to replace some of the damaged Christmas decorations at the mailbox. Motion made to approve the purchase of decorations to replace the sled at Jim's discretion not to exceed \$100 seconded and approved. The light in the parking lot at the clubhouse is not working. Would like to switch to LED with a different photo cell. Estimate approximately \$600 to repair/replace. Motion made to approve repair/replace of parking lot security light not to exceed \$600 seconded and approved. The light is to be hooded to reduce light pollution. Collecting bids for replacement of deck on clubhouse, front porch, and pool area. Need to purchase word program for the lap top-tabled for now.

ACC-Jim Garnhart: 1396 Belgian Trail-fence back area/enlarge drive way. Approved

Activities-Robin Pickering: The garbage pick-up was a success. 20 homeowners brought items for collection. It was very positive activity. We are planning on another pick-up in the spring. Would like to budget for a post card mailing to inform homeowners in the spring. Robin asks why we are not using the Garbage Man for the HOA trash removal. Jim to get pricing on the Garbage Man. Fall Festival had a lower turn out this year. Christmas decorating contest this year again in December. Robin looking for homeowners to do the judging. Robin will take the responsibility of supplying coffee and donuts for the July and January homeowner meetings. Motion made to approve the purchase of coffee and donuts for these two meetings seconded and approved.

Covenant committee-Paulette Cresawn: The revision of the governing documents has gone to the attorney and we expect to have it back by November 15. They will be put on the website for homeowner review. The committee plans to have 2 town hall meetings to hear homeowner input and plan to have the attorney attend to answer questions as well.

Equestrian Committee-Rachel Larsen: Reminds board of proposals submitted for tree trimming and barn staining and for request to have arena groomed twice weekly on Tuesdays and Fridays.

Newsletter-Andrea Garnhart: Not present

Website-Sandy Perry: Missing some past minutes

Welcoming Committee-Robin Pickering: Continues to reach out to new community members.

Board Business:

Old Business:

2018 Budget Approval: Motion made to approve the 2018 budget seconded and approved.

Write off procedure: Cynthia spoke with CMA to clarify the process. There are two homeowners with large amounts outstanding and the board is looking for ways to help these homeowners get current with their HOA fees in a timely manner. Cynthia to contact attorney Cheryl Mulvahill regarding the two outstanding accounts she is managing.

Entry renovation-Evergreen removal- Jim to get an estimate from the Pawnee Hills resident that does tree trimming. Once all estimates are obtained the board will decide via email if decision is unanimous.

Emails for board members: Sandy to check with website provider regarding email accounts for board members.

Arena maintenance: Plan to have arena groomed twice weekly.

Community signage: Would like to coordinate and keep signage to a minimum for maximum affect.

Tree pruning: Jim to get an estimate from the Pawnee Hills resident that does tree trimming.

Firearms letter to homeowner: A letter was sent. No response received.

Form letters-if ready for review: Barb St. Clair has put together a process/policy regarding collection of delinquent HOA assessments. The board reviews the draft of notice of delinquency letter. Revisions suggested. Barb to update for further review. This will also be referred to the attorney for review. This will be discussed at a future meeting.

New Business:

Attorney expenses regarding document review: Motion made to approve \$800.00 expense for the ongoing review of the revised governing documents. Seconded and approved.

HOA repairs, work: Cynthia to confirm what the licensing and liability insurance requirements are for any work done to the HOA premises per our insurance company.

Motion made to adjourn meeting at 7:40 pm.

Respectfully submitted,

Andrea Garnhart
Secretary