

**Pawnee Hills Community Association
Board of Directors Meeting
January 13, 2005**

In attendance: Kevin Burdzinski, John MacArthur, Tina O'Bryan, Steve Richardson, Pam Schultz
Committee Chairs: Bob Rowland, Budget; Steve Gile, Building and Grounds
Community Members: Sandy Perry, Ronnie (?), Steve Hamblin
Treasurer: Linda Lee, Secretary: Patty Sward-Malczewski

Called to meeting 701 pm, seconded and passed
Motion to approve the agenda, seconded, passed

Motions:

1. The minutes that are presented are summarized to the point that it is not mimicking a conversion. Seconded, passed.
2. That the updated, summarized minutes be completed for Board approval by January 20, 2005. Seconded, passed.
3. That Linda Lee spend the estimated \$136.12 to send the invitation to the HOA meeting to all home owners. Seconded, passed.
4. To table replacing the clubhouse, seconded, passed.
5. To approve the month to month agreement of employment for Cynthia Cregger at \$12/hour and \$15/hour for cleaning after a reservation, seconded, passed.

Minutes from 12/9 and 12/14: Considerable discussion led to: Motion: the minutes that are presented are summarized to the point that it is not mimicking a conversion. Seconded, passed.

Motion that the approved minutes completed by 1/20. seconded and passed.

Open Forum: Homeowner presented: Airwave giving a special deal, willing to come to the HOA meeting. Discussion conclusion: posting the flyers at the mail boxes adequate.

Communications: Calls regarding the Facilities Manager position from interested members. Tina has the names of the folks will give them a call that the Board is working on the RFP, hoping to have it completed shortly.

Homeowner's concern about a barn having been approved or not on Belgian. Patty will review minutes for 2004 and report to the Board at the February meeting.

Homeowner with two properties and two dues would like to be paying one due. They do not want to change the covenants, may want to talk to the new HOA lawyer, possible re-plot with county for one property. Board consensus that likely only way is a covenant change.

A homeowner paid dues in full for 2005 and have \$2 over payment from 2004. Board recommends Susan write them a check for \$2 to get it cleaned up. Kevin Burdzinski will deliver the check to the homeowner. (Account code assigned: 2000)

Steve Gile: Still has not been invoiced for his dues although he has spoken to ABC. He did not get the proxy and agenda for the HOA meeting. Tina will address with ABC.

January HOA Meeting Items:

One proxy that came back as undeliverable will put in their box. One proxy came back that signed, and put in Proxy file for HOA meeting in January.

HRO sent a letter that they are revising the fee structure on December 21, 2004. Nothing specific in the letter.

Invitation: estimates will cost us \$136.12 for the special mailing. Has always gone in the last newsletter, did not figure in the stamps and envelopes. Copy key was used.

Motion: Spend the money to send the invitation. Seconded. After discussion, motion passes.

Should PHCA consider a postage meter? Linda has spent 3 books of stamps since took over as treasurer. Therefore, no.

ABC: cut off on 1/25 for back paying dues and will run an addendum on 1/28 so we can see the cut off. Board will accept checks, as did last time.

Patty will supply the coffee, hand ballots and ballots.

Treasurer Report:

Treasurer's detailed report attached (include disbursement in the mailing).

Labels: \$15.78 for labels. \$15 from ABC + \$3 for labels. Special label that TO ran for the envelope and the address labels from ABC. The Board determined to move the HOA meeting expenses to January, 2005 from December, 2004. Linda will make sure that the expenses for 2005 will be clear with the bookkeeper.

Member dues: 64128.81, 69304.92, ytd 72671.99, ck

The bank has been purchased, and assigned new account numbers, but told we can keep using the same account number as appears on the check. Treasurer is retaining the paperwork from the bank. The routing number on the wire transfers notice is difference. Note: we do not do wire transfers, so not relevant.

ABC Solutions:

Bookkeeper's dues went up. The check that Linda wrote today goes under January 2005.

Why did we accept the contract? We are seriously entertaining a contract with a management contract, felt that the best is to retain for the next few months. Board members present at the 12/14/04 meeting did not feel that it made sense to change two times, as they are reasonable for bookkeeping, and does a lot of stuff does not charge for. The contract has a 30 day out.

The Budget committee has requested a meeting with ABC and all the parties to discuss protocol. Good idea for the Feb meeting, meet the new board, stand behind the treasurer. Copying SG on the contract

\$806 of this month's disbursement will be applied to 2005.

Facility Manager:

No report

ACC:

Activities: nothing

Arbitration: nothing

Budget: Capital assessment of \$10k for new heating in the clubhouse and the pay back. Report in the minutes. Summary: with an efficient heating system estimated pay back at \$300/mo is 33 months, expected life on a furnace is 30 years.

Board requested that Steve Gile start reviewing specific equipment, and getting plans for this building. Discussion regarding methods of saving for the capital improvements, as well as alternate methods of purchase, such as part by part, and set up each area separately.

Buildings and Grounds: \$431+ for the chemical cabinet. Board directed that the cabinet be purchased and installed as soon as possible.

SG: punch list: BBQ: bag of mortar and get it fixed. South corner of the clubhouse may require some work, internal mold, may be related to tree at the corner of the building.

Snow removal in the parking lot occurs with 4 inches or more. A call Chuck Nichols and Jeff Minion is current procedure. Steve Gile has volunteered next time. The facilities manager typically removes snow from the steps and landing, regardless of the level of snow.

Directory: Tina and John M did not get soft copies, contacting Bill. Additional changes are pending.

The barn drive way crosses on to a home owner's property. Sandy Perry will talk to him about where the property lines are, so that the Board and the home owner can figure out options.

Sandy will present the barn/indoor arena plans at the HOA for consideration. The Board decided to hold selling the timbers as may decide to repair the mail box median. The Board OK'd selling timbers that make up the loft.

Nominating committee: nothing

Welcoming: Tina edited the document. Steve Gile editing for the February meeting

Replacing the Clubhouse: Board moved to table this issue

Minutes: Just the expenditures go with the minutes

Facilities Manager opening: Cynthia Cregger on a m2m basis, reservations, snow removal, communications, trash out, cleaning. \$12/hr to do normal, \$15/hr to clean after a party. Damage deposit would cover if over that amt.

Motion to approve the agreement of employment, seconded, passed.

Law firm: Tina left 2 messages for the lawyer that was recommended by Judge Sidel (sp?), and contacting Orten & Hindman. And contacted by another lawyer that specializes in HOA law.

Covenants Violations: Revamped the letters, got from another HOA that does penalties, how they do the assessing. But want to consider what is within our guidelines, etc before doing anything with penalties.

Management Company research nothing new since last month.

Website: Re-registration is process The other site is down, in process of transitioning.

Motion to adjourn: seconded; passed at 9:57 p.m.