

**Pawnee Hills Community Association
Board of Directors Meeting
October 13, 2008
Minutes**

Board Members Present: John MacArthur, Tina O'Bryan, Pam Schultz and Dawn Hill

Meeting came to order at 7:20 p.m.

A motion was made to approve the agenda; the motion was seconded and approved 4-0. The secretary was unable to attend; therefore the past minutes were unavailable and tabled until the next meeting.

Communications received by the BOD

A letter from Gail Brouillard and Cotton Fortenberry was read (copy attached).

A letter from Patty Sward was read (copy attached).

Treasurer's Report

Our accountant has completed the federal and state 2004 tax preparation for PHCA.

The 2004 audit has been completed.

Workman's compensation and bonding for officers and directors are all in place.

Sandy Perry requested supporting documentation for records of:

August and September payroll

Pinnacol bill

State Farm bill

Mulvihill & Furwirth (attorney bill).

The Board will provide the requested documentation.

Colorado Secretary of State: sent notice of annual report due. The board will follow up with ABC Solutions.

A motion was made to approve the bills as presented, motion was seconded and passed 4-0.

PHCA accounts

Checking: \$10,581.84

Savings: \$18,194.38

Reserve Account: \$4,563.70

The Treasurer requested account codes clarification for some bills prior to submitting information to ABC Solutions. The Board will provide coding information.

Patty Sward recommended a "drop dead" date for receiving hours from employees for pay periods.

Bob Rowland requested an explanation of a check to Dawn Hill for office supplies. Reimbursement to Dawn was for two used 5 drawer file cabinets that were purchased to organize PHCA documents.

The Board noticed that Stephen Gile was recording the meeting and asked him to please turn off his tape recorder.

Grounds & Maintenance presented by Stephen Gile

Projects completed:

Handrail in pool has been installed. Some of the concrete pile in the back has been removed. We may need some of the concrete for back fill of retaining wall. We need to look into how much is needed, if any, or if we

should just get rid of it all. Research still needs to be done regarding erosion between courts. The non-slip material has been installed on the steps to the pool.

On-going projects:

Need to treat median limbs on trees so they do not grow back. Tina will contact Trugreen to see if they take care of that under their contract or if we need to hire Stephen Gile to treat them.

BBQ Pits metal work still needs completed. Chuck Nichols offered to meet with Stephen and help complete this project.

Linoleum in the clubhouse, in front of the heaters is lifting. Stephen Gile will provide the tile to replace the lifted ones; he will coordinate with Darren to complete.

Clubhouse Managers Report

There were two episodes of vandalism:

- q There was vandalism at the pool in August. The police were called in the middle of the night reporting kids in the pool. The BOD currently does not have names of participants, but upon completion of reports by the sheriff's office the BOD will move forward seeking restitution from participants. The pool cover was damaged and has to be replaced and the facility manager had to clean up beer bottles and puke from pool area.
- q Shed vandalism and theft occurred in September. This vandalism and theft were reported to the police department. There was damage done to the exterior of the shed, boards removed from the back and pins removed from the door. The Stihl trimmer was stolen and a new roll of trim line was taken. Facility manager will make repairs to shed and will look for another used trimmer for purchase. Unfortunately, we have no idea who did this.

The new safety/winter pool cover has been installed and worked wonders after the big snowstorm.

The leak in the pool was not resolved this year due to scheduling problems with the pool specialist. PHCA has a commitment from the pool company to be the first customer upon opening next pool season.

Architectural Committee:

Submitted plans for approval are attached.

Activities Committee: No report.

Covenant Committee: No report.

Directory & Welcoming Committee: No report.

Equestrian Committee: Asked that the request for lumber be removed from the newsletter. They're still working on marking trails throughout the community.

New proposal:

Post signs:

- q Equine Liability at major entrances to community
 - o Check Elizabeth Feed for signs and cost
- q Ride at Own Risk where neighboring trails meet PHCA trails

Fire Extinguishers:

- q It was suggested that fire extinguishers be placed by exits of barn for insurance purposes.
 - o Concern that children would set them off or that they would be stolen.
 - o Recommended that the Fire Department, when doing their final inspection, determine what type as well as what safety features are required.
 - o Will ask Darren to follow up with Fire Department.

It was reported that the drop pin latch was missing on the arena south gate, Darren to follow up.

Expressed concerns: There is a concern regarding negligent maintenance of easements... who is responsible? HOA or individual homeowner's?

Leslie Varnicle indicated, as an insurance broker, based upon underwriter feedback to her, the individual homeowner would be liable for accidents; and thus maintenance.

Simone Wade believes otherwise due to Colorado Law that horse activity, for personal pleasure, is ride at your own risk. This is based upon the following sites: www.colorado.gov then search under either house bills or senate for "Colorado horse law" or www.courts.state.co.us/exec/stateindex.htm then for "Colorado horse law".

Newsletter

Recommend adding FYI regarding website listing convicted sex felons within our area. Statement to be added to please use caution and that information on website may not be complete or accurate and is in no way endorsed by PHCA.

Nominating Committee: Pam Schultz reported that they are still seeking nominations for the open board position in January.

Website

The Reserve Study has been posted to the website. This is an extremely large file and it is time consuming to download as well as to print. Please direct any questions regarding the study to the BOD.

Board of Directors Business

Budgets from committees should be submitted to Pam.
Homeowners past due list was reviewed.

Simone Wade indicated Equine Insurance could be purchased above and beyond existing insurance. Dawn will research when Simone forwards the link to the BOD.

A motion was made to pay State Farm Insurance the remainder of the year's bill, completing what we owe for insurance coverage. Motion was seconded and passed 4-0.

Darren and Cynthia are checking out the donated answering machine prior to disconnecting the voicemail system with Qwest.

BOD will send a letter to Qwest to remove Patty Sward as contact for PHCA.

Motion was made to adjust wages between Cynthia and Darren effective October 1st as follows: Cynthia has agreed to a \$1.00 deduction in her hourly rate from \$15.00 per hour to \$14.00 per hour and Darren would be given a \$1.00 increase in his hourly rate from \$9.00 per hour to \$10.00 per hour. Motion was seconded and passed 4-0.

The Fire Department will be scheduled for a final inspection of the facilities.

The Board of Directors would like to present the proposed 2006 Budget at the next meeting contingent upon it being ready.

A discussion opened regarding the retaining wall: BOD will verify receipt of all bids and will review if the amount is available in budget.

Open Forum

Simone Wade presented a complaint letter to the BOD against the property located at 1893 Belgian Trail. The letter was accepted and BOD will follow procedure.

Stephen Gile reported a grievance regarding the excessive barking of neighborhood dogs. BOD explained it is a county issue and to contact Lauralee Hernandez at Elbert County Animal Control office.

A motion was made to adjourn the meeting. A motion was seconded and passed. Meeting adjourned at 9:35p.m.

Minutes respectfully submitted by Dawn Hill in Walt Day's absence.