

Minutes of August 18, 2016 – Board Meeting

PINE FOREST PROPERTY OWNERS ASSOCIATION (PFPOA)

Board of Directors meeting minutes

7:30 P.M. Thursday, August 18, 2016

Mansion ColoVista meeting room

Board Present: Cliff Seidel, President; Brenda Winkler, Treasurer

Drusilla Rogers, Secretary, Jill Rosales, VP and ACC Chair

Item 1 – Call to order. Cliff Seidel called the meeting to order at 7:44 PM.

Item 2 – Approval of minutes of the June 16, 2016 meeting. Winkler moves to accept. Rogers' second motion passes.

Item 3 – Fill the vacant board seat. Rogers' moves that Silas Powell be nominated to fill the seat left open by Sue Lane. Winkler seconds. The motion passes. Powell's term ends Feb 2017.

Item 4 – Treasurer's Report. Winkler discusses the issues of the bank account. Brenda distributes copies of a report showing fund totals and reminds the group we still have outstanding bills of \$20 -25,000. Winkler will change the account numbers on the FNB accounts. (See report attached.) Rogers moves to accept treasure report. Powell seconds and the motion passes.

Item 5 – Architectural Control Committee Report. Rosales of ACC has been working on documents to note fees, schedules, fines and guidelines. No motion was taken.

Item 6 – Old Business. Discuss and take possible action on old business.

A. Bookkeeper contract status. Winkler will gather bids on handling the POA accounts. Winkler hopes to have her findings to bring back to the board by the next meeting.

B. PO Box. Rogers' moves to change our PO Box to a mail center. Powell moves to change the POA mail to Mail & Sign and generate a change of address from the current PO Box. Winkler seconds and the motion passes.

C. Status on Tax return for 2015. We have filled for another extension. Rosales agrees to sign the tax return as a board member from 2015. We were informed the old board owes money dating back to 2013.

D. Status on Audit. Winkler makes a motion to conduct an audit. She will work with our current CPA to determine the scope of the audit. No motion was passed.

E. Status of redesigning of the POA website. Rosales is working to learn how to use it better. Rosales will get bids on a new website.

F. New trial date: Sept 22, 2016.

G. Unit 6 Locks. The board needs to get locks for the new signs in Unit 6. Rogers motions to purchase four (4) locks with a budget of \$150. Rosales seconds and the motion passes. Powell says he will take care of the lock purchases.

H. Meyers Resignation. Cynthia Meyers resigned from her position on the ACC.

Adjourn: Motion by Rogers and seconded by Rosales. Motion passes.

Minutes by Drusilla Rogers