

**Regular Meeting Minutes**  
**Pine Forest Property Owners Association (PFPOA) Board Meeting**  
**7:00 p.m. Thursday, January 9, 2020**  
**First National Bank, Conference Room**  
**489 Highway 71 West**  
**Bastrop, TX 78602**

The meeting was called to order by Kathleen Caso, Board President, at 7:03 p.m. Minutes were recorded by Tammy Brinkman.

<b>Board member</b>	<b>Present</b>	<b>Absent</b>	<b>Late arrival time</b>
Kathleen Caso	X		
Brenda Winkler		X	
Tammy Brinkman	X		
Raymond Gonzales	X		
Josh Mincher	X		

**ACTION ITEMS:**

<b>Topic</b>	<b>Action item</b>	<b>Vote</b>
Meeting minutes	Motioned by Raymond Gonzales and seconded by Josh Mincher to approve the November 14, 2019 minutes as presented.	In favor: 4 Against: Abstaining:

**DISCUSSION ITEMS:**

- CSA Management staff were present and introduced themselves.
- October and November 2019 monthly financial report was presented by Raymond Gonzales. Goodwin did not provide the December report. A question about the \$1500 lawn maintenance expense was raised and Kathleen will investigate and get back with the Board. The 2020 budget will be updated in February now that the management company has transitioned to CSA.
- The ACC spreadsheet was reviewed for violations, fines, etc.
- Speakers for the annual meeting set for Feb. 1, 2020 were confirmed.
- Paul Brinkman will coordinate with CSA to update the PPOA website with the new management firms contact information and a link to their portal.
- The POA website was discussed and a new design is desired. Kathleen will look into recruiting a volunteer to help with a redesign and regular maintenance.

Adjourn	Motioned by Tammy Brinkman and seconded by Josh Mincher to adjourn.	In favor: 5 Against: Abstaining:
---------	---	--

Meeting adjourned at 8:10 pm