



High Country Pines Unit 1 Homeowner's Association, Inc



Mailing Address: P.O. Box 457, Heber, AZ 85928-0457

Email Address: [http://hcp1hoaboard@gmail.com](mailto:hcp1hoaboard@gmail.com) Website: <http://www.highcountrypines.org/>

MINUTES

Board of Directors Meeting

Saturday, February 3, 2024, 10:00 a.m.

Virtual Meeting

A regular meeting of the High County Pines Homeowner's Association Board of Directors was held on February 3, 2024. The meeting was virtual and held via Google Meet.

1. Dave Wiltberger called the meeting to order at 10:08 a.m.

Board members present: Dave Wiltberger, Tim Wolfe, Kathy Some, David Douglas, and Joshua Dyer. It was determined there was a quorum of current Board members present.

Homeowners Present: In addition to the Board Members, the following homeowners participated in the meeting: Marvin and Jodi Akers (Lot 128), Mary Cloonan (Lot 72), Steve Vasey (Lot 2), and Walt Woy (Lot 20)

2. **Comments from HOA members:** Time was allotted for HOA members to provide comments.
3. **President's Report** (Dave Wiltberger)
 - a. **Results of 2023 Election:** Dave reported the results of the 2023 election for new Board members. David Douglas, Dave Wiltberger, Joshua Dyer, and Tim Wolfe were elected to the Board.
 - b. **New Board Members:** Dave welcomed Joshua Dyer and David Douglas to the Board.
 - c. **Board Duties:** Tim reviewed the Board Duties, revised on 6/25/2023.
 - d. **Election of Officers for 2024:** The Board elected Dave Wiltberger as President, Tim Wolfe as Vice President, Kathy Some as Secretary and Steve Vasey as Treasurer for 2024.
 - e. **Other Board assignments:** Joshua Dyers agreed to coordinate greenbelt maintenance and David Douglas agreed to be the Architectural Committee Chair.
 - f. **Office lease:** Dave Wiltberger reported that the Association will stop renting the office on May 31st, 2024. The Latch Group is currently sub leasing the office and they have been notified. They are currently running a rummage closet out of the space. Steve has provided notification to the owners of the building that we will not be renewing the lease.

4. **Vice President's Report** (Tim Wolfe)
 - a. **Review of Mission, Objectives, and Methods:** Tim reviewed the Mission, Objectives, and Methods previously revised on 8/5/2023.
 - b. **2023 Accomplishments:** Tim reviewed the 2023 accomplishments. It was a very busy year for the Board and the HOA.
 - c. **2024 Goals:** Tim provided a list of proposed goals for 2024.
 - d. **Website:** Tim displayed the webpage on the screen and briefly reviewed the information that is included on the website.
 - e. **2024 Calendar:** The Board has developed a calendar for 2024.
 - f. **Reserve Study:** Tim has contacted two different companies that specialize in reserve studies. Both of them said that the HOA does not need a reserve study. The HOA does not manage enough assets to justify a study. Instead, it is recommended that the Board adopt a goal for amount of funding in the operations account, and funding in the reserve account. The Board will take this up at a future meeting.

(The Google Meeting was limited to one hour. Tim was not aware of this when he scheduled the meeting. At the end of that time, the meeting is stopped, and all participants are dropped from the call. Dave Wiltberger notified the Board that there was about 10 minutes left in the meeting.)

5. **Secretary Report** (Kathy Somes)
 - a. Minutes from the November Board Meeting (11/4/2023) have been posted on the website. The Board approved the minutes.
6. **Architectural Committee report** (vacant)
 - a. The board is currently reviewing two requests. Dave Wiltberger will work with David Douglas to provide information on the Architectural Committee.
7. **Treasurers Report** (Steve Vasey)
 - a. **2023 Financial Report:** Steve provided the Board with the Financial Report from 2023.
 - b. **2024 Budget and Annual Fees:** Steve briefly reviewed the 2024 budget.
8. **Greenbelt Maintenance** (Vacant)
 - a. There was no report on the greenbelt maintenance. Tim will work with Joshua to provide information on the greenbelt maintenance.
9. **Local Issues** (Dave)
 - a. There was no report on local issues.
10. **2024 Annual Meeting** (10/5/2024) – Proposed to be at the park with catered lunch on a Saturday.

11. **Next Board Meeting** – Saturday, May 4, 2024, 10:00 a.m., - The Board decided to meet in-person. This will be the last meeting at the current office location. Dave will contact Latch to make sure there is adequate space for the meeting.
12. **Other items** – There were no other items discussed.
13. **Adjournment** – The meeting adjourned at 11:00 a.m. when the Google Meeting stopped.