

Pinery Pointe HOA Meeting
April 3, 2023
6-7PM

Board Meeting Minutes

Meeting came to order at **5:58 PM**

In attendance were:

Armand Massie, President; Ozzy Elrhazoui, Vice President; Becky Brinkerhoff, Treasurer-Designated Agent; Judith Stoke, Secretary; and Sue Massie; Guest

Delinquent HOA bills & Late Fees as others have discussed.

There are two late fees that are still outstanding and the board discussed and determined that the best way to handle this situation was for the Board members to pay the late fee while documenting such in a letter to the two parties needing to pay and ask that they reimburse the board. This being done would eliminate further paperwork and pursuit by the Treasurer. The board considered several different late fee charges and discussed pros and cons to each.

Action: The unanimous decision of the board was to change the late fee structure to one of a flat amount at the beginning of each month that the homeowners due are not paid. These additional charges will be added on the first day of each succeeding month until the full amount is paid including all late fees. The amount that was determined was a \$50 late fee added successively on the first day of each month that the homeowner is not paid in full (both dues and late fees).

Action: Judith Stokes will scribe a letter to be provided to each homeowner that is delinquent in late fee payment. The letters will then be reviewed and content improved by the board prior to sending.

Community Service / Volunteer Opportunities - we have a lot of common area clean up if we can get some high school students interested.

The board discussed that while we have had some parents say that their high school students needed community service credits for graduation and we as a board would be happy to have students do their service in support of our community; we have yet to have a student come forward and seek to do so.

Action: Armand will put together a letter proposing the opportunity and encouraging students within our community to earn their community service credits for graduation by supporting their own community.

Action: Ozzy will lead by example on April 22 by partnering with his son and starting the clean up.

Community Walk - we have been talking about this for a while. Let's schedule some dates and do it.

Action: The board established a date for the first community walk by the 2023 Board members. Given weather the date selected will be Saturday, May 13, 2023. The start time will be between 10 and 10:30AM and may go throughout the afternoon based on Board availability, weather, and other commitments.

Discuss Landscaping Needs for 2023-

Armand provided an overview of the landscape projects that had been considered for the current year and discussion of pros and cons, timing, and other considerations.

Action: Armand will forward the Hughes contract to Ozzy and both will do a thorough review in preparation for the season that is approaching.

Action: Ozzy requested that Armand have Hughes mark all water lines. Ozzy has volunteered to do the planting of additional plantings in the two rock beds thus saving the association the cost of labor.

Agree on date for community dumpster- annually HBS has provided a dumpster once a year for the community which will be set in place late on a Friday and be retrieved early Monday. The board has put forth the possibility of having the dumpster delivered on Friday, June 2, 2023.

Action: Judith will check with HBS (Mike Mink) to verify the availability. If it is available she will check with Mr. Jacobs and Mr. Warr to make sure they are willing to once again have the dumpster stationed for the 3 day in front of their home for easy access by the community members.

ARC Requests

Discussion by the board that with spring here there will be an increase in ARC requests and the board will have to review, discuss and provide responses in a quick fashion so that homeowners can move forward or reconsider.

Armand suggested that it would benefit the board to put together some boilerplate templates for responses to ARC submissions.

Action: Armand will take lead in template development.

Action: Judith will respond to the questions associated with a current request by homeowner. This request for information is currently in HOA mail.

Website Design- The board concurs that there is a need to upgrade the HOA website so that documents can be added without going through a third party. Judith Stokes requested that Terry Smith investigate the Wix at the suggestion of our web developer (Laurie Boner). The work that was completed by Mr. Smith was shared with the board for their consideration. On 4/3/2023 Judith met with Laurie Boner and went over our options and what would be the most cost effective solution for the Pinery Pointe HOA. The findings and conclusion on this resulted in Ms. Boner suggesting that it would be more cost effective to stay with GoDaddy which has the ability to provide the same capabilities as Wix would. Ms. Boner will be willing to move forward with creating new website with improved pictures and would be able to go live in November and should be able to move flawlessly from the current website to the new one.

Action: The Board unanimously voted to move forward on the new website with the GoDaddy platform.

Action: Judith will work with Ms. Boner to move forward on the new website with the targeted live month will be November.

Treasurer position for 2023-2024- Ms. Brinkerhoff who has served on the board and when her term was completed continued to serve as a designated agent as a Treasurer. Ms. Brinkerhoff stated that it is time for her to transition from the Treasurer position and the board will need to pick up the responsibility or identify another person to serve as a designated agent to perform the duties of the Treasurer.

Action:: Ms. Brinkerhoff will put together the work that would need to be transitioned to another party for the upcoming year (2024) Judith Stokes and Becky Brinkerhoff will lay out key aspects that would need to be provided to a person taking on the Treasurer responsibilities. In the letter that will be put out to the community to encourage homeowners to step up and serve on the HOA board an encouragement will be for interested people to explore the 3 roles of the board as they consider running for the November 23, 2023 election.

Community Get together- discussion of building community at the same time-frame as the dumpster is made available for this neighborhood.

Action: Ozzy will take lead in developing a community get together and develop a communication to be sent to the community. The proposed date for this event will be on the day after the HBS dumpster is delivered to the neighborhood. If the dumpster is available then it will be held on June 3, 2023.

Meeting was adjourned at 7:20 PM.