



Ponderosa Pines Property Owners Association  
Regular Board of Directors Meeting Minutes  
May 25, 2023

Zoom

Vice Chairman Tim Pile called the Regular Board of Directors meeting to order at 6:02 pm. Directors present: David Trachsel (*Secretary*), Cheryl Riddle (*Treasurer*), Tina Kemp and Jeremy Martineau. Steve Maurer (*Chairman*) was excused. Quorum was met. Members in Attendance: Approximately 10.

### Minutes

- April 27, 2023, Regular Board of Directors Meeting. Tim Pile motioned to table approval of these minutes; Tina Kemp seconded. Cheryl Riddle, Tina Kemp and Tim Pile voted 'aye'; David Trachsel and Jeremy Martineau voted 'nay'. Approval was tabled.
- May 8, 2023, Special Board of Directors Meeting. Cheryl Riddle made a motion to approve; Jeremy Martineau seconded. Tim Pile, Cheryl Riddle, David Trachsel and Jeremy Martineau voted 'aye'. Tina Kemp abstained. The minutes were approved.
- May 17, 2023, Emergency Board of Directors Meeting. Tina Kemp made a motion to approve; Cheryl Riddle seconded. The minutes were unanimously approved.

### Treasurers Report: Cheryl Riddle

The board agreed to accept the April 30, 2023 Financial Report.

|                               |                     |                             |                   |
|-------------------------------|---------------------|-----------------------------|-------------------|
| Mid Oregon CU Share           | \$5.00              | <b>Accounts Receivable</b>  | \$8,417.68        |
| Mid Oregon CU MM Reserve 9969 | \$133,471.98        |                             |                   |
| US Bank MM Reserve 8389       | \$207,986.16        | <b>Expenses</b>             |                   |
| WaFd Checking Operations      | \$160,634.07        | Operating Expenses          | \$2,475.93        |
| WaFd MM Reserves              | \$70,546.37         | Reserve Expenses            | \$0.00            |
| Petty Cash                    | \$172.08            | Special Assessment Expenses | \$5,447.86        |
| <b>Total</b>                  | <b>\$572,815.66</b> | <b>Total Expenses</b>       | <b>\$7,923.79</b> |

### Officer and Manager Reports

- **Secretary.** David Trachsel read his report and mentioned that volunteer ballot counters are needed for the annual members meeting.
- **Treasurer.** Cheryl Riddle gave her report.
- **Violations Lead.** Jeremy Martineau gave an update.
- **Roads.** Tim Pile read the report from Roads Manager Larry Becker.
- **Commons.** Commons Manager Brad Covington read his report.

### Unfinished Business

- Progress report on bids for reserve study. Jeremy Martineau said he had contacted seven companies for bids. Three of these were interested and one provided a quote.
- Proposed resolution pertaining to what members may do to roads #5-17-23(R1). Discussion only.
- Proposed resolution on committees #02-27-23(P1). Discussion only.
- Liaison job description BP-004. Discussion only.
- Cheryl Riddle made a motion for the PPPOA BOD to direct bookkeeper Jeri Garner, association bookkeeper, to proceed with setting up the books for the CWRR grant account. David Trachsel seconded, and the motion was passed unanimously.



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### Concerns of the Board

- David Trachsel addressed record keeping for work performed under the CWRR Grant.
- Jeremy Martineau expressed concern over reports that non-board members and a board member who was not part of the violation team had accused members of violations. He also expressed a concern that PPPOA business was being shared with PPWC.

### Concerns of the Members

- Jeff Harris offered to share his research on a dust abatement product. He asked if the CWRR grant contract had been signed and about the status of the 2023 road gravel plan. He had a concern about using recovered chip seal materials. He suggested that the PPPOA and PPWC reserve studies could be conducted in tandem.
- Derrick Shattler asked a question about records storage and the process for handling member checks that are placed in the association's 'green box'. He had a concern about using the porta potty.
- Kent Dollarhyde asked about the fire evacuation plan. He had a concern about the timing of road grading operations. He felt that monetary charges to complete a records request were not appropriate.
- Heather Dollarhyde asked for follow up for a previously discussed upgrade to extend the package area at the mailbox center.
- Derrick Shattler expressed a concern about how association records were secured.

### Executive Session

The meeting was recessed at 7:52 pm for executive session to discuss member accounts, violations and personnel. The meeting was reconvened at 8:19 pm.

Jeremy Martineau made a motion to reissue the job posting for CWRR Grant Project Manager, extending the application time for no less than three weeks. Tim Pile seconded. Tina Kemp, Jeremy Martineau, Tim Pile and David Trachsel voted 'aye'; Cheryl Riddle abstained. The motion was approved.

Jeremy Martineau motioned to adjourn the meeting; Tina Kemp seconded. The meeting was adjourned at 8:23 pm.

*Reminder – The next Regular Board of Directors Meeting is June 22, 2023, 6:00 pm on Zoom.*

*David Trachsel*  
*PPPOA Secretary*