



Ponderosa Pines Property Owners Association Special Meeting Minutes January 11, 2022

The Special Board of Directors meeting was called to order at 6:00 pm. Directors present: Jeff Harris (*Chairman*), Tina Kemp (*Secretary*), Cheryl Riddle (*Treasurer*), Jerry Koch, Mike Lee, Rhonda Smith, and Austin Selle. Quorum has been met.

Members in Attendance: Approximately 0

Jeff Harris made an announcement that we are having email issues and hoping to have the issues resolved as soon as possible. The notice of the meeting was posted at the mailbox area.

The special meeting was called to discuss personnel, violations, and members accounts.

Board recessed to go into an executive session at 6:07 pm. The meeting reconvened at 6:46 pm.

- Jeff Harris made a motion to have the bookkeeper continue with the detailed monthly invoicing. Jerry Koch seconded. The board voted and unanimously approved.
- Jeff Harris made a motion that the employee will receive a written letter of warning, as discussed in the executive session. Jeff Harris will put a letter together for the board to approve. Mike Lee seconded. The board voted and unanimously approved.
- Jeff Harris made a motion to move forward on the violation on the discussed property. Rhonda Smith will put a violation letter together and send to the board for review. Jerry Koch seconded. The board voted and unanimously approved.

Jeff Harris motioned, and Austin Selle seconded. The meeting was adjourned at 6:49 pm.

*Thank you,
PPPOA Board of Directors*