



Ponderosa Pines Property Owners Association
 Regular Board of Directors Meeting Minutes
 April 21, 2022
 Remote Online Meeting: Zoom Platform

The Regular Board of Directors meeting was called to order at 6:09 pm. Directors present: Jeff Harris (*Chairman*), Tina Kemp (*Secretary*), Cheryl Riddle (*Treasurer*), Steve Maurer, and Mike Lee.

Jeff Harris recognized Austin Selle’s resignation.

Quorum has been met.

Members in Attendance: Approximately 12

Minutes

- March 24, 2022, Regular Board of Directors Meeting Cheryl Riddle made a motion to approve the minutes. Steve Maurer seconded. With no further discussion, the board unanimously approved the minutes.
- April 2, 2022, Special Board of Directors Meeting Minutes, Cheryl Riddle made a motion to approve the minutes. Steve Maurer seconded. With no further discussion, the board unanimously approved the minutes.

Treasurers Report: Cheryl Riddle

The board agreed to accept the February 28, 2022 Financial Report.

Mid Oregon CU Share	\$ 5.00	Accounts Receivable	\$ 30,947.65
Mid Oregon CU Reserve	\$ 132,323.23		
Petty Cash	\$ 100.00	Operating Expenses	\$ 1,507.82
US Bank MM Reserve	\$ 243,310.23	Reserve Expenses	\$ -
WaFd Checking - Operations	\$ 182,354.21	Special Assessment Expenses	\$ 2,489.73
WaFd MM Reserves	\$ 48,287.26		\$ -
Total	\$ 606,379.89	Total Expenses	\$ 3,997.55

Managers’ Reports

- **Roads**—Larry Becker, Roads Manager – Julie Shattler gave the report. Grader search continues. Larry has been calling and leaving messages with no response. Mike Shields came out and repaired potholes on the main arteries. He will also be out next week to grade the roads. The board discussed filling the potholes with gravel in chipsealed area and decided to hold off having Larry fill the potholes until the contractor comes out and walk the roads.
- **Commons**—Brad Covington, Commons Manager – Jeff Harris presented. Hired two new employees. Removed hazard trees and standing dead trees throughout the Association. Debris was removed and safely burned. Continued thinning and limbing trees throughout the community.

Austin Selle was the Common’s Liaison. Jeff Harris asked if any board member would like to take on the position. No one responded. Jeff Harris offered to step in temporarily. Steve Maurer made a motion for Jeff Harris to be acting Commons Liaison. Cheryl Riddle seconded. Mike Lee is opposed to this. With no further discussion, the board voted. Mike Lee voted no. Jeff Tina Kemp, Steve Maurer and Cheryl Riddle voted yes.



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Unfinished Business:

- Fire Fuels Committee Update – Steve Maurer would like to simplify some of the violation forms especially when it comes to fire fuels. The board agreed. Steve Maurer will update the forms.
- Common Signs Replacement – Mike Lee made the motion and Tina Kemp seconded. Jeff Harris reviewed with the board. Half the money is in the budget and the other half will be put in the budget next year. With no further discussion, the board unanimously approved the replacement of the Commons signs.
- CC&R's Resolution Update – This is tabled to the next meeting.
- Road walk with contractor – The contractor is ready when the committee is formed and ready to meet him. Need an updated COI and a W9.
- Mailbox Repairs Status – Jeff Harris has not had a chance to talk with Brad Covington. The glass boxes have been vandalized.

New Business

- Annual Members Meeting – Going to start working on the Annual Member Meeting Packet. A notice will be sent to the membership of the positions up for vote.
- Ad Hoc Road Committee – Cheryl Riddle made a motion to form the committee and Steve Maurer seconded. Tina Kemp read the list of members who are interested in being on the committee. With no further discussion, the board unanimously approved the Ad Hoc Road Committee.
- A chairman also needs to be appointed for the committee. The board tabled the vote for a few minutes to nominate and swear in Ed Moran to the board (*noted below*). Ed Moran is now no longer a member of the Ad Hoc Road Committee. Jeff Harris asked if any of the committee members would like to be Chairman. No one stepped up. Steve Maurer nominated Austin Selle as Chairman of the committee. Mike Lee seconded. Austin Selle said he would make time for this. With no further discussion, the board unanimously approved Austin Selle as Chairman of the committee.

Jeff Harris read from the committee resolution to let the committee know they are not to contact vendors for bids, reports and any such items, unless they're directed by the board of directors. They need to request this from the board. He also asked who will be communicating with Road Maintenance on the walk through with the committee tomorrow. The board agreed to have the contractor contact Ed Moran.

Tina Kemp nominated Ed Moran to be the board liaison to the committee. Ed Moran accepted the nomination. With no further discussion, the board unanimously approved Ed Moran as the board liaison to the Road Committee.

Cheryl Riddle mentioned that selecting a chairman and liaison is done by the board and in the resolution

- Steve Maurer made a motion to nominate Ed Moran for position #5, Cheryl Riddle seconded. Ed Moran is willing to accept the position. With no further discussion, the board unanimously approved and swore in Ed Moran to position #5.



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- Grader criteria for replacement of the grader. Jeff read the results which were in the following order highest to lowest – Size, age/hours, mechanical check, records, availability of parts, price and tire condition. If any member sees a grader, please send the information to the board secretary.

Concerns of the Board:

- Steve Maurer would like to discuss at the next board meeting ideas for process and procedure improvements.

Concerns of the Members:

- L. Merrill – Expressed a concern on where the grader will be found.
- A. Selle asked for a budget for the grader.
- D. Trachsel – Asked how far from La Pine do you want to search.
- D. Nelson – Asked if a cost analysis has been done for the grader.
- D. Sidwell - *69 will unmute yourself on a smart phone.

Executive Session –

The executive session is to discuss member accounts, members violations, personnel and legal issues.

The board recessed the regular board meeting at 7:45 pm to go into an executive session. The regular board meeting reconvened at 8:06 pm. Jeff Harris asked for a motion to move forward on the violations as discussed. Tina Kemp made the motion and Cheryl Riddle seconded. With no further discussion, the board unanimously approved.

Adjournment

Jeff Harris motioned to adjourn the meeting, Tina Kemp seconded. Meeting was adjourned at 7:58 pm.

Reminder - Next Meeting is May 26, 2022, 6:00 pm via Zoom.

Respectfully submitted,
Tina Kemp
PPPOA Secretary