



Ponderosa Pines Property Owners Association
Special Board of Directors Meeting Minutes
November 13, 2025
Remote Online Meeting via Zoom

The Special Board of Directors meeting was called to order at 8:06 pm. Directors present: Ken Forsyth (*Chairman*), Julie Shattler (*Secretary*), Alan Henne, Jeremy Martineau, Larry Merrill and Brad Heath. Quorum has been met.

Members in Attendance: Approximately 8

Cheryl Riddle read the recommendations from the Budget Committee.

The PPPOA Treasurer, Julie Smith reviewed with the board all the lines items listed in the Preliminary Budget for the Annual Assessment (Dues), and the Special Assessment.

After discussion, Larry Merrill made a motion to accept the amended proposed 2026 budget. Ken seconded. There was no more discussion, the board voted unanimously to accept the 2026 Annual Assessment budget and Special Assessment Budget as amended.

The board discussed the Reserve Assessment. Larry Merrill made a motion to accept the 2026 Reserve Assessment as amended. Brad Heath seconded. There was no further discussion, the board voted unanimously to accept the 2026 Reserve Assessment.

There was an error of in the 2023 Special Assessment statement credit that was given to the members in 2025 in the amount of \$76.70. Per the bookkeeper, this statement credit needs to be re-couped.

Jeremy Martineau made a motion to accept the \$76.70 re-coup that was given in error from the 2023 Special Assessment that was given to the members in 2025. Larry Merrill seconded. There was no further discussion, the board voted unanimously to accept the re-coup.

To review, the 2026 Assessments are as follows:

Annual Assessment \$ 66.00
Special Assessment \$ 147.79
Reserve Assessment \$ 165.00
SA Re-coup \$76.60

The numbers listed above will be sent to the bookkeeper to update the 2026 budget.

The board was able to reduce the Special Assessment and the Reserve Assessment by a total of \$46.21.

Adjournment

Jeremy Martineau moved to adjourn the meeting at 9:20 pm with a second from Alan Henne. The vote was unanimous, and the meeting was adjourned.

Respectfully Submitted,
Julie Shattler
PPPOA Secretary