

Pine Lake Estates HOA Zoom Board Meeting January 23, 2023 7:00 PM

In Attendance:

- Jacquie Coulter – TBD/President
- TBD – Secretary
- Linda Thompson – TBD/Treasurer
- Mark Sentman – TBD/Board Member – ACC
- Mike Cunningham – TBD/Board Member
- Chelsea Wang – TBD/Board Member

- **Website updates**
 - Board Member changes, head shots, email etc...
 - **NOTES:** The Board discussed changes/updates made to the Pine Lake Homeowners' website, specifically updating Board member names pictures etc.

- Establishing Board roles (e.g. Secretary)
 - **NOTES:** The first order of business was for the Board to officially identify and elect the members who would hold the offices of President, Treasurer and Secretary. The Board elected Jacquie Coulter to the office of President, Linda Thompson to the office of Treasurer and Chelsea Wang to the office of Secretary. As the office of Secretary was an open position, the Board voted in favor of her holding that position. Additionally, this will be discussed and voted on at the next HOA meeting.

- Establish Committee roles/participants
 - **ACC:**
 - Mark Sentman - ACC Chair
 - Freddie Caponigro - Committee Member
 - Open - Dave Coulter has volunteered
 - Open – second Board member

 - **Landscape Committee**
 - TBD

 - **Social Committee**
 - TBD

- **NOTES:** The Board supported Dave Coulter assuming the third position on the ACC. Also, given that there needs to be two active Board members represented on the ACC due to new/revised legislature, Jacquie Coulter volunteered to be the second Board member. Additionally, Linda Thompson, Chelsea Wang and Mike Cunningham volunteered to support the Landscape Committee – Mike Cunningham will lead this committee.
- Issues
 - Sprinkle system controller installation
 - Cost
 - Contractor
 - **NOTES:** The Board reviewed the information found in the Irrigation Assessment. The Board discussed the need to prioritize the findings/recommendations based on criticality and cost. The Board acknowledged that the controller must be replaced. Other line items will be prioritized accordingly. The Landscape Committee will take the lead on prioritizing the assessment recommendations and getting bids on the work. The Board will call a Special Attention meeting to discuss the Landscape Committee's recommendations.
 - Other?
 - **NOTES:** Mark Sentman gave us an update on the assessment and work that was done on a number of trees that were concerning in the common areas. Mark shared that a certified arborist completed the assessment and provided recommendations. The Board worked with the city to ensure all work that was to be completed would be inline with all city ordinances. The work was completed and this action is now closed.

The meeting adjourned at 7:40 PM