

Pinon Woods III Board of Directors Meeting  
January 7, 2020, 2:00 pm

Attending: Robin Hompe, Jan Meyer, Frank Palumbo, Keith Peterson, Darcey Philpot and John Swingle

Participating via phone: Kristi Kidwell

Excused: Kaycee Palumbo

The meeting was called to order at 1:59 pm by President, Jan Meyer

**Approval of November 11, 2019 Board Meeting Minutes:** Keith Peterson moved to approve the minutes from the November 11, 2019 board meeting, Robin Hompe seconded. The minutes were unanimously approved.

**President's Report:** Jan Meyer sent the annual report to the community on Sunday, January 5, 2020. There are no updates to that report.

**Treasurer's Report:** See the attached treasurers report. Keith Peterson advised that since his last report in November 2019, he has written only one check. That check was for \$125 and covers our annual dues to the Big Park Regional Coordinating Council. Darcey Philpot moved to approve the treasures report and John Swingle seconded. The report was unanimously approved.

**Annual Meeting:** Darcey Philpot reminded the board that at our last meeting we discussed sending a "Save the Date" email to the community, to remind them of the annual meeting scheduled for Tuesday, April 14, 2020 at 4:00 pm. The board agreed the email reminder should be sent in February 2020, given that the annual meeting notice is mailed in March.

**Speaker for Annual Meeting:** After the last board meeting minutes were published, community members submitted several ideas for topics and guest speakers for the annual meeting. The topic that received the most votes was fire safety. Robin Hompe has again contacted Eric Walter at the Sedona Fire Department, who will present on the following new topics this year:

- Response plans for evacuation. Neighborhood specific.
- Notification systems. Are there any public notifications regarding fires in the area?
- Is there an app that advises fire locations? Will this app notify by text when there is a fire? Does it include prescribed burns as well as burns caused otherwise?

**Nominating Committee:** Darcey Philpot reported that Marie Henning has agreed to chair the nominating committee this year. The committee is responsible for putting forth a slate of candidates for the board of directors. They are also in charge of counting the ballots at the annual meeting.

The board of directors is comprised of nine members. We currently have one opening and will have a second opening in April, as Kaycee Palumbo will be stepping down due to work demands. If any community member is interested in serving on the board, please contact Marie Henning at: [mariephenning@gmail.com](mailto:mariephenning@gmail.com). If you have any questions about serving on the board, please do not hesitate to ask a current board member.

**Architectural Control Committee:** John Swingle reported that since the last board meeting, the ACC has reviewed changes to one preliminary residential plan and corresponded with the property owner requesting additional clarification. They have also approved an owner request to repaint their home and change the color.

**Big Park Regional Coordinating Council:** John Swingle reported the Big Park Regional Coordinating Council (BPRCC) elected new officers in December 2019. The new officers are:

President Camille Cox, [camille@onrampcomm.com](mailto:camille@onrampcomm.com)

Vice President Neil Pope, [nrp155@msn.com](mailto:nrp155@msn.com)

Treasurer Carla Williams, [1carlawms@suddenlink.net](mailto:1carlawms@suddenlink.net)

Secretary Teri Moran, [tmoranpd@gmail.com](mailto:tmoranpd@gmail.com)

The next regular meeting of the BPRCC will be Thursday, January 9, 2020, at 9:00 am. The meeting will be held at the Village of Oak Creek Fire Station.

**Date and Time of Next Board Meeting:** Tuesday, February 4, 2020 at 2:00 pm. The meeting will be held at the Meyer/Swingle residence, 110 Alta Vista Dr.

#### **Old Business:**

**Rule Committee Update:** Jan Meyer reported the Rules Committee has submitted a draft of proposed rules for the boards review. Jan asked Robin to poll the board as to a date they are all available to review the document.

#### **New Business:**

##### **Dates for the 2020 Board of Directors meetings:**

**Note:** All meeting dates are on **Tuesdays at 2:00 pm** unless otherwise noted and are held at the Meyer/Swingle residence, 110 Alta Vista Dr. If there is no board business to discuss, the meeting will not be held. Agendas for board meetings will be sent to the community at least 24 hours in advance.

February 4<sup>th</sup>

March 17<sup>th</sup>

**Thursday, April 16<sup>th</sup>, 2:00 pm**

May 5<sup>th</sup>

June 9<sup>th</sup>

July 14<sup>th</sup>  
August 11<sup>th</sup>  
September 15<sup>th</sup>  
October 20<sup>th</sup>  
November 10<sup>th</sup>  
December 8<sup>th</sup>

**Open Forum:**

Keith Peterson shared an article from The Villager, regarding a proposal that the Village of Oak Creek incorporate. The catalyst for this proposal is the development along Hwy. 179. The board is not endorsing a position, rather, feels incorporation is a topic our members may be interested in learning more about. For more information on the pros and cons, procedures and requirements of incorporation, go to the League of Arizona Cities and Towns website: [www.azleague.org](http://www.azleague.org), and search incorporation. Click on the link for: pub\_municipal\_incorp.

Frank Palumbo shared that the HOA's website is coming up for renewal in April. The cost to renew for another year is \$267.86, which breaks down as follows: \$27.98 for the domain, \$180 for the website, editing and maintenance and \$59.88 for the Office 365 email account.

The website has been up for eight months. While the email feature has not been utilized much to this point, the board felt the cost to keep it was nominal. It was agreed we should begin sending emails to the community from the website, pw3hoa.com, to utilize the feature and familiarize our members with the benefits of the website. Darcey suggested that as we make this transition, the next email be sent from both email accounts. This would alert members to the change and ensure the email from the website doesn't get sent to their spam/junk folder. She also suggested members be asked to respond acknowledging receipt of the email from the website.

Keith Peterson advised the HOA has the financial resources to pay for the website renewal. He asked that Frank submit the receipt for renewal prior to the end of the HOA's fiscal year, March 30<sup>th</sup>. Frank made a motion that on behalf of the HOA, he renew the website fees before the end of our fiscal year. Robin Hompe seconded, and the motion was unanimously approved.

**Adjournment:** Keith Peterson moved to adjourn the meeting and John Swingle seconded. The motion was unanimously approved, and the meeting was adjourned at 2:41 pm.

Respectfully submitted,

Darcey Philpot  
Secretary  
PW III HOA  
Website: pw3hoa.com