

**Pinon Woods III Board of Directors Meeting, held via Zoom
November 18, 2020**

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

Excused: Kristi Kidwell

The meeting was called to order at 10:30 am by President, Jan Meyer.

Approval of January 7, 2020 Board Meeting Minutes: Keith Peterson moved to approve the minutes from the January 7, 2020 board meeting, John Swingle seconded. The minutes were unanimously approved.

President's Report: Please refer to the report dated November 18, 2020, prepared by Jan Meyer.

Treasurer's Report: See the attached treasurer's report. Keith Peterson reported no receipts or expenditures were received between July 31, 2020 and October 31, 2020. Since October 31st, expenses incurred are the annual Arizona Corporation Commission filing fee of \$10. We have also received an invoice from the Big Park Council in the amount of \$125 for our annual dues. This invoice is due February 1, 2021 and will be paid in January 2021. Keith also noted that we can anticipate paying the annual fee for the HOA website in April 2021. Darcey Philpot moved to approve the treasurer's report and Joan Steninger seconded. The report was unanimously approved.

Annual Meeting Discussion: Per Article II, Section 2.1 of our bylaws, the annual meeting must be held the second Tuesday in April. While this year's meeting was cancelled due to COVID-19, both Jan Meyer and Darcey Philpot recommended we not cancel in 2021. Jan recommended the HOA's annual meeting be held via Zoom, should COVID-19 continue to remain a concern. Darcey advised that she recently participated in a Zoom meeting in which there were 58 participants, so there should not be an issue in terms of connecting those interested in participating. A final decision as to the annual meeting format will be made in January 2021.

Nominating Committee: Darcey Philpot reported she is currently working on putting together a Nominating Committee for the 2021 election of board members. Joan Steninger has volunteered to be one of the three members needed for this committee. Last year, the Nominating Committee was able to fulfill their duties, while observing social distancing practices. These same protocols will be implemented again. Darcey advised the group that five board members terms expire in April 2021.

Annual Dues: Darcey Philpot reminded the board that last year we agreed to send only one notice to home and property owners regarding payment of annual dues. When we sent the email to the community cancelling the annual meeting, we included a reminder statement that annual dues were due by April 14, 2020. Despite these efforts, there were several property

owners that failed to submit their dues on time. As a result, Darcey spent a great deal of time sending emails and registered letters attempting to get the home and property owners accounts up to date.

Darcey proposed that for this next year, in addition to mailing the annual dues notice, email reminders be sent 14 and 7 days prior to the due date. The emails would only be sent to those owners whose dues have not yet been received.

This year, when the annual dues notice is mailed, any individuals not current in their 2020 dues, will be advised of the total amount to bring their account current. They will also be reminded that they cannot vote on HOA matters until their account is paid in full.

Yard Maintenance: Jan Meyer noted that while this last summer was very dry, it did not prevent the weeds from growing, with many properties becoming unsightly. Homeowners, please make sure your property is maintained, even during the times you are not here. Nobody wants their neighbor's weeds blowing into their yard and creating more work for them.

Architectural Control Committee: John Swingle submitted the attached report.

Big Park Regional Coordinating Council: John Swingle submitted a report from November 12, 2020, advising of recent elections and other updates from the council.

Old Business: There was no old business.

Open Forum: Keith Peterson asked about the status of the lot at 190 Pebble Dr. Jan Meyer advised it is currently in escrow. She noted that there are currently four properties in PW III that are in escrow and many of them have had the closing dates pushed back.

Frank Palumbo mentioned he checked the limits of Zoom and you can have up to 100 participants on the free Zoom platform. More than 100 participants and Zoom requires a paid subscription.

Frank also noted that GoDaddy will likely have a price increase when we renew our website in April 2021. Jan noted that real estate agents and title companies have commented how much they appreciate our website for the information it offers.

Adjournment: Keith Peterson moved to adjourn the meeting and John Swingle seconded. The motion was unanimously approved, and the meeting was adjourned at 10:56 am.

Respectfully submitted,
Darcey Philpot
Secretary
PW III HOA
Website: pw3hoa.com