**Pinon Woods III Board of Directors Meeting**

**May 24, 2023, at 4:00 pm**

**Meeting Location: Hartman residence**

**Attending:** Joanne Adams, Teresa Allen, Jacqui Cambata, Don Clarke, Scott Hansen, Chris Hartman, and Keith Peterson

**Participating via Phone:** Darcey Philpot

**Excused:** Frank Palumbo

The meeting was called to order at 4:03 pm by President, Chris Hartman.

**Approval of January 18, 2023, Board Meeting Minutes:**  Keith Peterson moved to approve the minutes from the January 18, 2023, board meeting, and Joanne Adams seconded. The minutes were unanimously approved.

**President’s Report:** Chris Hartman submitted the following message.

Thanks to all for your membership in the PWIII HOA and for your participation in the life of our community. The Board of Directors had high hopes that the Annual Homeowner’s Meeting on April 11 would be held in person. Had that happened, it would have been the first time since April 2019. Unfortunately, as you know, a Covid outbreak occurred within the neighborhood, making a live meeting untenable. Nevertheless, the Board was very encouraged by the enthusiastic response to both the election of new Board members as well as the potential to once again conduct our HOA’s annual business in person. This reinforces my confidence that despite this small setback, our community is healthy, engaged, and happy to be living among good friends and neighbors.

Some specific thanks are also due, and I would like to single out the following people for recognition. First, departing Board members Joan Steninger and Michael O’Hara, whose insights have been invaluable as the Board has conducted its work over the past year. Next, newly elected Board members Teresa Allen, Jacqui Cambata, and Don Clarke, who have graciously agreed to lend their time and talents in 2023 and beyond. Special mention goes out to Teresa, who has already completed several terms on the Board, just completed another, and is willing to continue serving once again. Teresa’s experience and her “corporate knowledge” of Pinon Woods III will continue to be extremely important as we move forward.

Finally, thanks go out to Joan Steninger, Ofelia Goma, and Lynne Sullivan, who as members of the Nominating Committee and Tellers Committee, guided us through the process of recruiting board members, placing them in nomination, and conducting the election. And if that were not enough, I would be remiss not to also recognize Joan Steninger, Teresa Allen, and Joanne Adams, who planned the “social” part of our Annual Meeting and were disappointed that their efforts could not be brought to fruition.

On behalf of the Board of Directors, best wishes to you and your families as we welcome Spring to Sedona.

**Treasurer’s Report:** Please see the attached financial statement for April 30, 2023, submitted by Keith Peterson. Keith noted that the $64 he had budgeted for PO Box rental, which included a modest increase from last year’s rate, was insufficient. When he went to pay the renewal fee, he was surprised to learn the rate had increased to $166 per year. Jacqui Cambata made a motion to approve the financial statement and Scott Hansen seconded. The statement was unanimously approved.

**Secretary’s Report:** Darcey Philpot thanked Teresa Allen, Chris Hartman and Joan Steninger who worked together in Darcey’s unexpected absence, to take notes from the annual meeting on April 11, 2023. The minutes have been posted to the HOA website: pw3hoa.com.

**Annual Dues:** Darcey has been serving as secretary of the HOA since 2017 and this is the first year that all the dues were received prior to the annual meeting. This means we do not have to levy any late dues assessments and Darcey does not have to contact delinquent property owners.

**New Owners:** Between the 2022 annual meeting, and the 2023 annual meeting, we welcomed the following new owners into PW III: Kathryn Gasser, Randy and Gloria Strege, Don and Karen Clarke, Mike Berlly, Gary Slizgi and Marty Darling, Mike Pesonen and Lisa Neitzel. Welcome to the community! We look forward to getting to know you.

**Correspondence:** Darcey sent letters to Michael O’Hara and Joan Steninger, thanking them for their service to the PW III Board of Directors. Darcey also responded to a landscaper, who sent an email to the HOA, soliciting business. The landscaper was informed our HOA has no community property and lot maintenance is the responsibility of each owner.

**Architectural Control Committee (ACC):** Scott Hansen reported that since his report at the annual meeting, he received an email from an owner asking about a retaining wall. Much of the work the ACC has done lately is answering questions that come in via email.

**Big Park Regional Coordinating Council (BPRCC):** Minutes of the BPRCC are posted on the HOA website.

**Website Report:** Frank Palumbo submitted a written report that all website content and emails are up to date. Our GoDaddy subscription has been paid as of April 2, 2023, and we will not need to renew it until 2025.

Don Clarke asked about including a map of the HOA on our website. Darcey Philpot advised this could be useful to prospective buyers and real estate agents. She suggested that if we could find a map showing the boundaries for all the Pinon Woods HOA’s that would be ideal. Don will research this. At a minimum we will post a map of PW III on our website.

**Old Business:**

**No Trespassing Reminder:**  We have several vacant lots in PW III, some are posted with no trespassing signs and others are not. Because some properties abut the national forest, people within and outside the HOA have used the vacant lots for trail access. Please refrain from doing so and do not allow your friends or guests to do so. The owners of these lots have **NOT** given their permission for such use. Please respect the property owner’s wishes.

**New Business:**

**Election of Board Officers:** The first board meeting after the annual meeting is when the HOA board officers are elected. The current board officers are Chris Hartman, President, Keith Peterson, Treasurer and Darcey Philpot, Secretary. All three were willing to step down, to allow new board members to assume their roles. As there were no takers, Chris, Keith, and Darcey were re-elected.

**Review of Board Contact Information:** Because the HOA website is open to the public, personal contact information for the board is not posted. If you need to get in touch with a board member and you do not have their personal email address, send an email to: [info@pw3hoa.com](mailto:info@pw3hoa.com) and it will be routed to the appropriate board member for response.

**Review of Information to be sent to Members of the Community:** Chris Hartman, Frank Palumbo, and Darcey Philpot have been discussing how much information should be sent to our members. We have received feedback that some information, while informative, could be gained elsewhere, and therefore not necessary for the HOA to pass along. To that end, we will no longer be distributing the minutes from the Big Park Regional Coordinating Council (BPRCC). We will still post the minutes on our website. If you would like to receive news from the BPRCC, you can go to their website: [www.bigparkcouncil.org](http://www.bigparkcouncil.org). Once in the site, click on the About tab and scroll down to subscribe to their email list.

**Email Distribution List:** When our email distribution list was established it included just one email per household. We have the capability to include more emails, so if a second member of your household would like to be added to the distribution list, please send their name and email address to: [info@pw3hoa.com](mailto:info@pw3hoa.com).

**Zoom Coordinator:** While we have resumed in-person board meetings, we recognize that from time to time, we may need to meet via Zoom. As it is cumbersome for the secretary to coordinate Zoom and take minutes, Don Clarke volunteered to be our new Zoom coordinator.

**Rules and Regulations:** Scott Hansen proposed a modification to our rules and regulations, concerning parking for industrial vehicles and RV’s. A lengthy discussion ensued, generating lots of issues to be considered. In the end, the discussion was tabled, as it was felt more information was needed. Further, since the rules and regulations were just adopted in October 2022, it was suggested that we wait to see if any additional items should be modified or added before we expend the time and money required to modify the rules and regulations.

**Fall Social Event:** Chris Hartman advised that at the annual meeting, members expressed a desire to get together for a social function. Teresa Allen, Joanne Adams, Jacqui Cambata, and Keith Peterson volunteered to coordinate a fall event. The fall social will not be sponsored by the PW III HOA; therefore, no HOA financial resources will be expended. A tentative date of Saturday, October 28, 2023, at 4:00 pm was set. More details to follow.

**Open Forum:** There was nothing for open forum.

**Date and Time of Next Board Meeting:** The next board meeting is scheduled for January 10, 2024, at 4:00 pm mountain standard time. The meeting will be held at the Hartman residence.

**Adjournment:**  Teresa Allen made a motion to adjourn the meeting, and everyone seconded. The motion passed unanimously, and the meeting was adjourned at 5:37 pm.

Respectfully submitted,

Darcey Philpot

Secretary

PW III HOA

Website: pw3hoa.com