

**Pinon Woods III Board of Directors Meeting**  
**Held via Zoom**  
**January 25, 2021, 10:00 am**

**Attending:** Robin Hompe, Kristi Kidwell, Jan Meyer, Frank Palumbo, Keith Peterson, Darcey Philpot and Joan Steninger

**Excused:** Teresa Allen

**Guests:** Thomas Haight, Scott Hansen, Dennis Wyman

The meeting was called to order at 10:05 am by President, Jan Meyer

**Approval of November 18, 2020 Board Meeting Minutes:** Keith Peterson moved to approve the minutes from November 18, 2020 board meeting, Robin Hompe seconded. The minutes were unanimously approved.

**President's Report:** See Jan Meyer's written report. As noted in Jan's report, John Swingle has resigned from the HOA board, Architectural Control Committee (ACC) and as our Big Park Regional Coordinating Council (BPRCC) alternate representative. Scott Hansen, a current member of the ACC, has agreed to fill John's unexpired board position and chairmanship of the ACC. Scott's term will expire in April 2022. Darcey Philpot moved to accept John's resignation and approve Scott Hansen's appointment to the PW III Board to fill John's unexpired term. Joan Steninger seconded the motion. The motion was unanimously approved.

**Treasurer's Report:** See the attached treasurer's report. Keith reported that since the report was submitted, we have paid our annual dues of \$125 to BPRCC. He also noted that our website costs are going up and we will have mailing expenses. These increases will put us over budget by \$200.

The board discussed raising dues to cover the increases and provide a small financial cushion. Per section 8.3 of our Covenants, Conditions and Restrictions (CC&Rs), "the annual assessment may be increased each year not more than five percent (5%) above the maximum assessment for the previous year, without a vote of the membership". Our dues are currently \$26.25 per lot and a five percent increase would amount to \$1.31. Robin Hompe moved to raise our annual dues to \$27.50 per lot and Darcey Philpot seconded. The motion was unanimously approved. The increase will become effective with the 2021 annual dues notice, which will be mailed in early March.

**Secretary's Report:** Darcey Philpot reminded the board that this was the meeting in which we would decide whether to hold the April 13, 2021 annual meeting in person or via Zoom. Given on-going safety concerns due to COVID-19, the 2021 PW III annual meeting will be held via Zoom.

There are still two property owners with outstanding balances for their 2020 annual dues. When the 2021 annual dues notices are mailed, Darcey will include a separate note reminding them to pay their delinquent fees. Property owners are currently assessed a \$10 late fee per lot and \$15 per registered letter. The board agreed to keep the current delinquent fee schedule.

**Nominating Committee:** Kristi Kidwell noted that a draft of the Nominating Committee letter to the community was sent to the board last week. The letter seeks candidates for upcoming board vacancies and will be mailed February 1, 2021. Darcey Philpot noted that the letter will need to be modified to reflect only five vacancies, since Scott Hansen was appointed to the board today.

**Directors and Officers Liability Insurance:** Jan Meyer reported that Teresa Allen has been in touch with our current insurance agent, to get a quote for our Directors and Officers (D&O) Liability Insurance, which is currently scheduled to expire in April 2021. Our agent has advised they will not have a quote for the new rate until March 2021. Jan suggested we postpone a decision on renewing with our current agent, until we get a quote. Robin Hompe advised that another HOA she is a member of recently changed insurance providers, getting much better coverage for a nominal increase in fees. She will get more information about this provider and report back to Teresa.

**Architectural Control Committee:** Scott Hansen advised that plans have been received, reviewed, and approved, for the new home to be constructed at 135 Alta Vista Dr. Morgan Taylor Homes is the builder.

There is currently a vacancy on the ACC, so if anyone is interested in serving, please email Jan Meyer [jazzrocks13@yahoo.com](mailto:jazzrocks13@yahoo.com) and Scott Hansen [thindirtline@gmail.com](mailto:thindirtline@gmail.com).

**Big Park Regional Coordinating Council:** Paul Sullivan is our current representative to BPRRC and John Swingle had been his alternate. Jan Meyer asked for volunteers to be the alternate, but no board members could commit to being able to attend the meetings. If a member of the community is interested in serving as the alternate representative, please contact Jan.

**Old Business:** There was no old business to discuss.

**New Business:** Keith Peterson proposed that the board send John Swingle a thank you letter for all his contributions on behalf of the HOA. Robin Hompe seconded. Darcey Philpot volunteered to draft a letter on behalf of the board.

**Open Forum:** Frank Palumbo noted that there are some flags being displayed in the community and he wondered if this is a violation of our CC&R's. Jan Meyer will discuss with Frank to get more information.

**Date and Time of Next Board Meeting:** The next board meeting will be held, Tuesday, March 2, 2021 at 10:00 am, via Zoom. Prior to the meeting, an agenda and Zoom link will be sent to the community.

**Adjournment:** Keith Peterson moved to adjourn the meeting and Robin Hompe seconded. All approved. The meeting was adjourned at 10:33 am.

Respectfully submitted,

Darcey Philpot  
Secretary  
PW III HOA  
Website: [pw3hoa.com](http://pw3hoa.com)