**Pinon Woods III Board of Directors Meeting**

**Held via Zoom**

**April 14, 2021 at 10:00 am**

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

**Excused:** Teresa Allen and Scott Hansen

The meeting was called to order 10:00 am by President, Jan Meyer. Secretary, Darcey Philpot certified we had a quorum to conduct business.

**Approval of March 2, 2021 Board Meeting Minutes:** Joan Steninger moved to approve the minutes from the March 2, 2021 board meeting, and Robin Hompe seconded. The minutes were unanimously approved.

**President’s Report:** See Jan Meyer’s written report. Jan reiterated that Yavapai County will soon begin driving around checking for dead brush, weeds, etc., so be sure to maintain your property. She also reminded seasonal homeowners to make sure their landscaping is maintained during your time away.

Darcey Philpot asked if these checks are initiated by Yavapai County or the HOA. Jan believes Yavapai County initiates these checks, as to her knowledge our HOA has never requested a review. Joan Steninger advised she was informed by Yavapai County that their checks are prompted by complaints of non-compliant properties. Given this information, we surmise that if Yavapai County is out checking on a reported property, and they find other problem properties, they will notify the property owners.

**Treasurer’s Report:** Keith reported he has no additions to the reports he presented yesterday at the annual meeting, which were emailed to members on April 12, 2021.

**Secretary’s Report:** Darcey Philpot reported that 16 people attended the annual meeting held via Zoom. We had a quorum present for conducting business, as 52 of 70 lot owners submitted ballots.

On time annual dues payments were received from 68 of our 70 owners. Darcey will contact the two owners later this week, regarding their now delinquent payments. Joan Steninger asked if the number of on-time payments was greater this year. Darcey advised last year she had to send seven registered letters to owners for delinquent payments. This year, in addition to the annual meeting and dues notice, an email was sent to homeowners whose payments had not yet been received as of March 26th. The email was sent from Darcey’s personal email account, in hopes the owners would read it. Also, when the annual meeting reminder was sent on April 12, 2021, there was a notice that dues must be received on or before April 13, 2021, to avoid a penalty assessment.

**Election of Officers:** Robin Hompe made a motion that our current officers retain their positions. Chris Hartman asked if the HOA officers were president, Jan Meyer, treasurer, Keith Peterson, and secretary, Darcey Philpot. Jan Meyer confirmed that they are and that the current officers are willing to continue serving as officers. Joan Steninger seconded the motion, and it was unanimously passed.

**Architectural Control Committee:** There are no updates to the report Scott Hansen submitted for the annual meeting.

**Big Park Regional Coordinating Council:** There are no updates to the report Paul Sullivan submitted for the annual meeting.

**Website Report:** Frank Palumbo reported the only changes to the website have been stylistic. This is to keep the website fresh looking. Darcey Philpot asked if we there has been an increase in the number of views our website is getting. Frank indicated we have been averaging 60-70 views a month. Frank will continue to monitor the activity and provide updates. Jan Meyer noted that real estate agents love that we have a website they can refer prospective buyers to.

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

**New Business:** Jan Meyer reported the appointment of the following committees for the upcoming year. Nominating-Joan Steninger, Insurance-Teresa Allen, Welcome-Mary and John Senseney and Zoom Coordinator-Robin Hompe. Keith Peterson is working on putting together an audit committee for the next year.

**Open Forum:** Robin asked if the HOA would continue to hold meetings via Zoom or if we will need to return to in-person meetings. Many of the board members favor Zoom meetings, as it forces us to remain on task. It also allows members that do not live in our community an opportunity to participate. As our CC&Rs were written before Zoom existed, they offer no guidance regarding virtual meetings. More research will be done on this topic.

**Date and Time of Next Board Meeting:** At the present time, no board meetings are planned for the summer. Should the need arise, a board meeting will be scheduled, and notification sent to the community. It is anticipated the next board meeting will be held in early November. Robin Hompe will poll the board as to their availability. Prior to the next board meeting, notice will be sent to the community, along with the meeting agenda.

**Adjournment:** Chris Hartman made a motion to adjourn the meeting, which was seconded by Robin Hompe. The motion was passed unanimously, and the meeting was adjourned at 10:16 am.

Respectfully submitted,

Darcey Philpot

Secretary

PW III HOA

Website: pw3hoa.com