

**Minutes of the MEETING OF THE BOARD OF DIRECTORS
PLUMAS EUREKA VILLAS HOME OWNERS ASSOCIATION**

October 14, 2023 (approved 11/08/2023)

1. Call Board Meeting to Order

A regular meeting of the Board of Directors was held on Saturday, October 14, 2023, at 38 Aspen Circle. Jim Flageolet, Ed Sermone, Eve Nighswonger and Laurie Humphreys were present. Carol Bender was absent. Employees Dave Pitts and Joleen Cline were also present. Eve Nighswonger called the meeting to order at 10:21 a.m. Joleen Cline served as the recording secretary.

2. Approve Minutes from prior meetings.

a. 08/21/2023

After review, upon motion duly made, seconded and unanimously carried, the minutes of the 08/21/2023 Board meeting were approved as submitted.

3. Public Comment (for items not on the agenda; 3 minutes/speaker)

Gary (unit #22) reported he is having issues with the paint on his deck rails peeling. He will consult with Dave to determine if primer was originally applied.

The Board discussed the process of owners requesting a copy of the association's insurance disclosure certificate when required by their mortgage company.

4. Reports

a. Building and Landscape

i. Update on Maintenance requests

Joleen provided a spreadsheet showing the maintenance requests that have come in since the beginning of the year, with the final resolution for each request.

ii. Winter prep plans

Dave reported he and BJ have started painting their 6th duplex (#69/70). The chimney chase is in bad shape, so they are re-constructing it.

Dave gave a report on the balconies and decks that have been completed so far this year. He and BJ are also working on tuning up all equipment needed for snow removal tasks.

ii. Winter prep plans

Dave reported he and BJ are working on constructing balcony deck shields which are 4 X 8 sheets of plywood that will be attached with hooks and eyes on an angle to hold the snow about a foot away from the sliding glass doors. They are hopeful that holding the snow a foot away from the slider will keep the snow melt from running down the wall and causing water damage.

Dave reported the golf course staff have volunteered to help the association winterize the sprinkler system with their air compressor.

Dave reported he has been working on #32 where there was water intrusion. It is clear the owners (or prior owners) had replaced their slider at some point, and it is not determinable if the water intrusion was prior to or after that slider's replacement. Hammerhead Construction will complete the interior dry wall work at a cost of \$3,350.00. Dave suggested the association split the cost for the repair with the owner 50/50. The Board agreed with this arrangement.

Dave reported he would like to purchase sheet metal to add a skirted metal cap on the shared walls between units to encourage rain and snow melt to run off and not down the party wall. He took the leaf blower that attaches to the mower to the repair shop. He will report back to the board on the repair cost.

Dave is having the windows in the snow cabs repaired. The headlights on the truck have been repaired. The truck is over 20 years old and is the only piece of equipment that can clear the roadways of snow. Dave suggested the board plan to replace the truck in the next year or two.

The back door hinge on the trailer recently broke off. They had it repaired, and a third hinge was added so the weight is shared on 3 hinges instead of 2. Dave and BJ also replaced the seat of the mule.

Dave and BJ are continuing to trim trees especially where branches reach over roofs. They are preparing to rebuild the deck at #98. Dave reported 98 is the last unit that still has an original deck.

Dave reported he will be monitoring #100 to watch for any water intrusion issues. He made a repair at that unit earlier this year and so far, it appears the issue has been remedied.

b. Financials

i. Reports for the period ending 09/30/2023.

Joleen provided financial reports via email for the period ending 09/30/2023 prior to the Board meeting.

After review, upon motion duly made, seconded and unanimously carried, the Board approved financial reports for the period ending 09/30/2023 as submitted.

ii. Delinquency report and actions

Joleen reported no action is needed today. She continues to follow the delinquency policy mailing certified letters and pre-lien notices when appropriate. Recently a lien was removed after the owner brought their account current.

There are three members who have not made payment in part or full of the special assessment. The delinquency policy applies to special assessments just as it does regular assessments.

iii. Review first draft of proposed budget for 2024

Joleen provided a draft proposed budget via email prior to the meeting. The Board discussed several line items including the contribution to reserves line item. A meeting will be held in November to finalize the 2024 budget.

5. New Business

a. Discussion regarding Annual Meeting

Eve shared the printout she created for today's Annual Member's Meeting. The Board discussed continuing challenges such as parking and needing to make sure renters are informed of the association's rules of enjoyment.

6. Adjourn

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 12:32 p.m.