



***Pinnacle Mountain Property Owners Association  
Board Meeting 20 March 2021 at 10am***

**Meeting Minutes**

**Call to Order:**

The meeting of the PMPOA BOD was held on 20 March 2021 at Chris Roderick's house.

**Meeting Attendees:**

- |                  |                 |
|------------------|-----------------|
| - President      | Chris Roderick  |
| - Vice President | Open            |
| - Secretary      | Robert Frick    |
| - Treasurer      | Fred Mansperger |
| - Board Member   | Chad Revels     |
| - Board Member   | Sara Roderick   |

**Meeting Agenda:**

- **Call to Order** (Chris Roderick)
- Last BOD Mtg. Minutes – Reviewed
- **Road Committee Report** – Frank Stroman
  - o Full Report on the website, [www.pinnaclemtnpoa.org](http://www.pinnaclemtnpoa.org)
    - Burleson to commence grading during the week of March 23<sup>rd</sup> on the front entrance and PMPOA roads.
  - o Owners, guests, and contractors are reminded to use AWD or 4WD vehicles on our roads and to swing wide in turns to help avoid spinning and digging up the road.
  - o Owners are reminded to keep an eye on their culverts and clear them of leaves and debris to help prevent washouts.
  - o Approximately \$3,300 left in PMPOA road budget to last till July.
- **Gate Committee Report** - Chris Roderick
  - a. Recent Road Activity (see Gate Report on website for details)
  - a. Exit Camera Failure – Camera replaced and working well now
  - b. Codes – two removed due to inactivity exceeding 1-Year
    - i. Over 7000 entries over the past year, mostly from Clickers
  - c. The following documents were submitted to the board for approval and inclusion in the Presidents Book. All documents were approved. Documents will be posted to the gate section of the website.

- i. Gate Committee Charter – See document for details.
  - ii. PMPOA Gate Strategy – See document for details.
  - iii. PMPOA Front Gate Realtor Code Policy – Realtor codes will be removed or renewed after 6 months of inactivity. Gate Committee will work ~~will~~ with member before removing.
  - iv. Gate Committee Vendor Code Policy – See document for details.
  - v. Back Gate Egress Policy
    - Rear gate is for emergency access.
    - Keys to the rear gate are available from Frank Stroman. Members should sign the agreement (On website) before picking up their key.
    - Board to work with property owner and draft up an official document that clearly defines the gate ownership to avoid confusion in the future.
- **Secretary's Report** – Robert Frick
  - Robert Frick resigned from the BoD effective after the quarterly meeting
  - Website views are up
    - Average number of visitors per month: ~800
  - Member's Registry
    - Members are encouraged to keep their contact information up to date with the PMPOA Secretary.
    - Members are also encouraged to notify the PMPOA Secretary when they sell a home or property so the registry can be updated.
  - Discuss filling of Secretary position
    - Exchange of the Secretary Book and Flash Drive.
    - Sara Roderick will fill the position going forward.
- **Treasurer's Report** – Fred Mansperger (available upon request)
  - Current Assets
    - Checking Account
      - \$9500 in account, expected expenses are to be just under this.
      - Six members have not paid dues at this time
      - Late fees were paid upon the sale of some properties
    - Treasury CD
      - Totaling \$36, 698.97
      - All three CDs to renew by July 2021
    - Year End Budget Update
      - Gates expenses should come in at budget
      - \$1,600 for annualized gate emergency fund to be moved to CD's on June 1<sup>st</sup>.
      - We have two insurance policies one which is a general liability policy covering the gate and the other is an umbrella policy that covers the BOD Members.
        - \$1608 spent on insurance premiums
      - Annual meeting
        - \$225 for rental
        - Money for food to be evaluated and quoted in May

- Member Dues
  - Members are reminded to pay dues on time
  - Members paying late are reminded that there is a monthly fee of \$20.
- **Architectural Committee Report-** Robert Frick
  - Architectural Application Package
    - Package includes Welcome letter and applications for BOD review.
    - Discussions on the Impact Fee were held and possible revisions per member feedback were discussed. A revised document will be presented at the annual meeting for member discussion, adjustment, and approval.
    - Committee requested some example photos of commercial vehicles using the gate for some documentation they are preparing.
    - Architectural Committee will report quarterly to the board like the Gate and Road Committee. Architectural committee will review and approve/deny applications without the involvement of the board unless the committee/builder cannot settle the issue. The Architectural Committee is free to draft up their own revisions and policies, but these must still be brought before the Board for approval and inclusion in the President's Book.
    - Revised package to be added to PMPOA Website. Robert to discuss welcome packet with Misty who had already started to develop one as part of the new Welcome Committee.
  - PMPOA Architectural Application Process going forward:
    - Submitted to Committee for review for compliance
    - Upon compliance, builder/homeowner notified as approved
    - Non-Compliance, sent to the builder/homeowner with corrective action
- **Old Business**
  - Discussions concerning the South's roads, and additional funding for the year. No funding is currently available this year to increase our contribution to the South's roads as they requested.
- **New Business**
  - Road Proposal
    - Mark Stroman to potentially sponsor a switch back
    - Up to \$2500 to be spent on a switchback
    - The board will hold a meeting with the North, South and Mark Stroman for details before deciding. Date is yet to be determined
  - Quarterly BOD Meeting Dates
    - 22 May – Fred's House
  - Annual Membership Meeting
    - Meeting date kept for 17 July 2021 as previously discussed and posted
    - Status update/Discussion on venue of next annual meeting

- Fred to make reservations for Rutherfordton Club House. This can be refunded in full provided 30 days' notice is given (June 17<sup>th</sup> cut-off). We can currently have up to 45 people at this time.
- Board is investigating "hybrid" meeting option with a Zoom call in for those that would prefer not to meet in person.
- Further review of the Governor's executive order that allowed the previous annual meeting to be on Zoom will need to be done at the next quarterly meeting (end of May), as the order is set to expire May 10<sup>th</sup>.
- Discussed "Cut-Off" date for the mailing list should the annual meeting be over Zoom, as it will take time to get voting documents sent out like last year. Board has agreed that the registry will receive a full and final update on May 21<sup>st</sup> based on the Rutherford County GIS website, and will then be used to distribute meeting related paperwork.

- **Miscellaneous**

- Robert Frick resigned as the PMPOA Secretary at the end of the meeting. Robert will continue to serve as a member of the Architectural Committee. The board thanks Robert for his service.

- **Adjournment**

Meeting adjourned at 12:20pm