



***Pinnacle Mountain Property Owners Association
Board Meeting 29 May 2021 at 10am***

Meeting Minutes

Call to Order:

The meeting of the PMPOA BOD was held on 29 May 2021 at Fred Mansperger's house.

Meeting Attendees:

- | | |
|----------------|-----------------|
| - President | Chris Roderick |
| - Secretary | Sara Roderick |
| - Treasurer | Fred Mansperger |
| - Board Member | Jeanie Cook |
| - Board Member | Jan Burlee |

Since the last meeting, Jan Burlee volunteered and was chosen to fill the vacancy left by Robert Frick's resignation. Chad Revels also sold his house on the mountain and stepped down from his position as a board member. Jeanie Cook volunteered and was chosen to fill the vacancy.

Meeting Agenda:

- **Call to Order** (Chris Roderick)
- Last BOD Mtg. Minutes – Reviewed no changes needed
- **Road Committee Report** – Frank Stroman
 - o Full Report on the website, www.pinnaclemtnpoa.org
 - Road maintenance was completed on March 30, 2021. This maintenance included skip grading, ditching, and culvert clearing of Pinnacle Parkway, Pinnacle Lane, and Double View. Bush hogging is scheduled for July.
 - 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 \$124 left in PMPOA road budget to last till July.
- **Gate Committee Report** - Chris Roderick
 - o Recent Road Activity (see Gate Report on website for details)
 - o 7,646 entries over the past year, 4,861 from Clickers, 2,626 used entry code, 159 used directory, 55 denied access from entry codes, 55 denied entry from directory

- **Secretary's Report**

○ Website

- Average number of visitors per month: ~800
- Will remove personal contact information from website and replace with one central email that board members will monitor and respond to. Jan volunteered to monitor. President shall also maintain access to the email account for redundancy.
- Old website format is no longer supported, need to reformat to new platform. Sara to work on.

○ 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.
- Would like to offer a directory at annual meeting for anyone interested in sharing contact information with community members. Members may opt in using contact verification form sent out with annual packet.

- **Treasurer's Report** – Fred Mansperger (available upon request)

○ Current Assets

- Checking Account
 - \$4483.68 in account, expected expenses are to be under this.
 - Nine members have not paid dues at this time. Fred will pursue starting liens on 4 past due properties to collect past due amounts. One current lien in place at this time, will look into updating amount to include past dues fees.
 - Based on expected expenses and current funds, an additional \$1,000 has been added to the road budget for this year.
- Treasury CD
 - Totaling \$36, 705.61
- Year End Budget Update
 - \$1,600 for annualized gate emergency fund to be moved on June 1st.
 - Annual meeting
 - \$250 for rental
 - Money for food to be evaluated and quoted in June once we get RSVP's back from invitation.
 - 2021-2022 annual Budget discussed. Increasing costs over the past 2-years requires an increase in dues now that the 2 year freeze has expired. \$30 increase proposed and approved (Just under the 10% maximum increase allowed by the by-laws). Budget runs from July-July.

○ 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 Update-** Chris Roderick
 - o **Status of current construction/planning**
 - Muldowney & Turnidge home applications approved and slated for construction this year. Mark Stroman's application to build another house on Pinnacle Parkway has also been approved and construction is underway.
 - Due to recent inquiries, new provision to building application to include requirement for modular construction companies to meet with Road Commissioner and Board/Arch. Committee prior to approving applications for modular home builds. This discussion will be required to ensure the transportation can be achieved without harming the road and/or member property.
 - Jan Burlee would like to help with welcoming committee putting together a packet of helpful tips and rules. Chris to put Jan in contact with Misty and Sam to coordinate as there are two proposed packages already developed.
 - 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. No action till the annual meeting.
 - Discussions on clarifying house color restrictions were held. Color palate to be presented to the architectural committee and at the annual meeting for members to discuss and vote on.
- **Old Business**
 - o Road Proposal
 - Mutual road agreement proposal reviewed and to be sent to lower association for review. This proposal includes joining efforts to have Burleson grade Pinnacle Parkway from the entrance to the yellow gate with a 50/50 contribution for the lower association roads. This would be under the direction of Frank Stroman (Road Commissioner). This will include gravel, grading, and ditching on these road sections.
 - o Quarterly BOD Meeting Dates
 - TBD by new board members voted on at annual meeting.
 - o Annual Membership Meeting
 - Annual meeting date is July 17, 2021 as previously discussed and posted.
 - Agreed to have hybrid meeting offering in person meeting along with virtual meeting hosted via zoom or webex; details will be sent out in July. Jan looking into using company Zoom if possible.
 - Since there will be a zoom option, nominations are being requested for the upcoming board similar to last year. Once nominations are received, ballots will be mailed out. Nominations to be returned by 6/19. Please check with any nominees before putting their name forward. Ballots will be sent out by 6/26/2021 and to be returned by 7/10/2021.
 - RSVP letters will be sent out by 6/5/2021 with a request for RSVP for in person attendance verses virtual. These to be returned by 6/19/2021.

- Reservations set for Rutherfordton Club House. We can currently have up to 100 people at this time. Food will be reserved based on responses from RSVP letters.
- **Miscellaneous**
 - Annual meeting agenda will include discussion/voting on increasing the impact fee, housing color clarifications, and loosening restrictions on chickens and/or livestock. An optional directory will be offered at the annual meeting for anyone interested in sharing contact information with community members. Members can agree to share contact information using the RSVP letters.
 - Discussed purple boarder paint that delineates us as private no hunting land. This is for hunters to know there is no hunting within the association. When this needs to be repainted, suggestion to contact local boy scout troops to possibly help. Tabled to next year as paint is still visible on trees will need new letter from owners with permission at that time.
 - Back gate to be used for emergency access only at this time. Gate is on PMPOA road right of way, gate is owned by PMPOA. The road is on both Frank and Chatham's 113 LLCs properties. Liability is on PMPOA, not property owners. Keys to gate to be distributed upon request for emergency use only.
- **Adjournment**

Meeting adjourned at 2:42pm