



Pinnacle Mountain Property Owners Association Board Meeting 5 December 2021 at 3pm

Meeting Minutes

Call to Order:

A special meeting of the PMPOA BOD was held on 5 December 2021. The meeting occurred via a virtual forum. On 20 November, Chris Roderick announced his resignation from the Board and vacated the office of President. A recent promotion at work and increased family needs prompted Chris to resign, feeling he could no longer provide adequate support to the Board. This special meeting was held to install a new Board member and to establish new Officers given the absence of a President.

The Board commends Chris for his exceptional service and leadership. During his tenure, Chris provided strong leadership and vision over many challenges. We wish him great success in his new assignment at work and commend him for choosing to spend more time with his young family.

Meeting Attendees:

- Mark Stroman
- Jan Burlee
- Sam Fink

Dan Mock was unable to attend the meeting due to a personal conflict.

Meeting Agenda:

- **Call to Order** (Jan Burlee)
- **New Board Member**
 - o The Board solicited candidates via an email to the owners on 26 November. No candidates responded.
 - o Board members directly solicited 5 individuals for interest in joining the Board as an interim member. Carolyn Fink was the sole individual who volunteered to join the Board.
 - o The Board members discussed the potential for conflict of interest in having two members from the same household. Review of the bylaws and the North Carolina provisions for Home Owner Associations identified no restrictions. Having two Board members from the same household does not provide a single lot with a majority opinion in Board matters. If a closely contested issue arose, two members from the same lot could have a significant influence in the event of a 3-to-2 decision. Sam Fink offered the option of an interim policy preventing policy preventing such a majority vote. However,

the Board seldom encounters such disagreements and no other Board member decided to second the motion.

- The Board unanimously elected Carolyn Fink to serve as an interim member for the remainder of the current term.

- **Officer Elections**

- The Board elected the following officers for the remainder of this term.
 - President – Sam Fink
 - Secretary – Carolyn Fink
- Sam Fink will work with Chris Roderick to transfer items for the President's office.
- Sam and Carolyn will work to transition the duties of the Secretary.

- **Road Committee Report – Frank Stroman**

- Frank informed the Board that he has received notices of increased rates from two suppliers. The increases are prorated to result in an annual increase of \$2,700 for the current level of road work. The balance of operations for this term will need to be constrained within the existing budget. Maintaining an equivalent standard of service next year would require an increase in fees.

- **Gate Committee Report**

- Chris Roderick volunteered to continue his role as Chair of the gate Committee. The Board accepted his gracious offer.

- **Secretary's Report – Sam Fink**

- No report provided for this meeting.

- **Treasurer's Report – Jan Burlee (Financial Records available upon member request)**

- Prior to the meeting, Jan provided Board members with financial summaries through 14 November. As of that date, a little more than 41% of the annual budget had been spent – the great majority for road service.
- Jan noted that 4 owners are still delinquent in fees as of the meeting. She continues her efforts to contact these individuals and collect the overdue fees and penalties. One owner has not yet been successfully contacted; the last contact with that owner occurred about 9-10 years ago.

- **Architectural Committee Update- Sam Fink**

- The Committee reviewed and unanimously approved the exterior color scheme for the new home under construction at 2280 Pinnacle Parkway.

- **Old Business**

- Violation of Restriction on Livestock or Poultry
 - Prior to the meeting, Chris Roderick reported that the violation had been successfully resolved.
- Front Entrance Volunteer Improvement Day
 - On 6 November, a group of owner volunteers conducted a beautification effort at the entrance to Pinnacle Parkway. The efforts included extensive weeding,

trimming, removal of dead trees and vegetation, installation of mulching, and planting of new flowers. The overall appearance of the entrance was significantly improved. The volunteers followed the efforts with a pot-luck luncheon. Chris Roderick served as grill master extraordinaire'. All participants spent a wonderful afternoon on the sunny day conversing over the bounteous goods. Even the mailman stopped by for a plate of goodies offered by the group.

- The Board especially thanks Jan Burlee for coordinating the effort!

- **New Business**

- Reports of Speeding

- The Board received complaints of speeding in the vicinity 2160 and 2160 Pinnacle Parkway. A Board member confronted one of the violators and cautioned them to alter their behavior.
- A home owner in the area posted a sign instructing drivers to slow down. Individual owners are reminded that posting of signs requires review and approval by the Architectural Committee. The offending sign has been removed.
- In a separate incident, a homeowner stopped another owner by standing in the middle of the road and complained of speeding. The driver indicated he was not speeding despite the perception of the individual. Owners are cautioned of the dangers of such actions.
- The Board continues to discuss requests for additional speed control signs or roadway modifications (e.g., speed bumps) to address the concerns.

- Mailboxes

- Additional mailboxes are required for residents along the entrance area on Pinnacle Parkway. However, the PRSOA Board members have objected to the continuing sprawl of mailboxes and asked that the Board propose alternatives.
- The PRSOA Board is considering options as well and our Board awaits their suggestions following expected discussions in December.
- The PMPOA Board is investigating the requirements with the US Postal Service and developing options.
- Additional discussion is planned for the January meeting.

- Annual General Meeting Location

- The Board placed a reservation to hold the next annual meeting at the Rutherfordton Clubhouse.
- Subsequent to the reservation, the Board received a suggestion to consider use of the Union Mills Community Club. This location is available for a lower fee of \$100. The Board will assess the viability of the alternate location and reach a decision on venue. (The reservation fee for the Rutherfordton Clubhouse is refundable at this early date should the Board select the alternate location.)

- Quarterly BOD Meeting Dates

- The Board set the following meetings dates.
 - 22 January 1 pm – Jan Burlee's house
 - 14 May 1 pm – Sam and Carolyn Fink's house
 - 16 July 10am Annual Meeting – location to be determined

- Digitizing Records

- Jan Burlee will start efforts to digitize the existing paper records for the Treasurer. There is an extensive backlog of records; Jan estimates this may be accomplished with reasonable effort over about 6 months.

- Sam Fink will assess the effort needed to digitize any records from the President's office.
- **Miscellaneous**
 - No items noted.
- **Adjournment**
 - Meeting adjourned