

PINE MEADOWS COUNTRY CLUB ESTATES
MINUTES OF THE BOARD OF DIRECTORS MEETING
June 27, 2020

OPEN MEETING

The June 2020 Board of Directors Meeting was held on June 27, 2020. Because of the Coronavirus pandemic and further because of the closure of Highway 87 due to a wildfire, the meeting was conducted by conference call.

1. Present at the meeting were Kathy Young, Maria Bauman, Lori Hughes, Phil Sanders, John English, Bill Kelley and Steve Feola as counsel to the Board.
2. There were no guests present during the meeting.
3. The Minutes of the May 16, 2020 Meeting were reviewed and discussed by the Board. Upon motion made and seconded, the Minutes were unanimously approved.
4. The Treasurer's Report was submitted by Lori Hughes. After a discussion of the Treasurer's Report including the possibility of transfer of funds to a higher yielding account, a motion was made and seconded, and by unanimous vote, the Treasurer's Report was approved.
5. Lori noted that there were two delinquencies for the \$40 annual dues. The identities of the homeowners are reflected in the Minutes of the Executive Session.
6. Lori reported that the post office box 2339 has now been rented in the name of our association and that the rental has been paid from our checking account.
7. A discussion was next held regarding having an accountant (not an audit) review the financial books and records of the association. It was discussed that since Maria Bauman was reviewing the checking account statements, etc. on a monthly basis, that the Board felt it was not worthwhile spending what was approximated to be \$59 per hour to have an accountant review the monthly books and records. It was also decided that the new President elected after the Annual Meeting would also be added to the account.
8. A brief real estate report was provided by Lori including the sale and close of escrow of Lot 65, ("Par Place") and that a sale was pending on Lot 19.
9. Lori discussed the procedures she has been following to submit any delinquencies to the title company, so that our HOA would be paid any delinquent HOA dues out of the sale proceeds. Additionally, Lori said all new homeowners receive by mail, a disclosure pack including governing documents: CC&R's, Plan Approval and Grading Form, Helpful Guides, Community Directory (including sewer provider info), and have recently added temporary tree barrier information and sewer use precautions. Lori would like to add the Bylaws as well from now on.

10. Steve then brought the Board up-to-date on a discussion held with Diane Hunter on June 27, 2020, just before the meeting. Diane Hunter asked Steve if she could submit delinquent sewer fees to the title company for any real estate closings. I informed her that that would be a matter she would have to take up with the title company, however, since delinquent homeowners association dues may appear as a lien against title, the title company has, in the past, paid any delinquent HOA dues.

Diane explained to Steve that the sewer plant is running satisfactorily and that she continues to be pleased with the services provided by Rick Evans in managing the plant. She also discussed the fact that she was considering hiring a management company for the overall management of the sewer plant but that due to expenses she would continue to administer the plant herself in conjunction with Rick Evans.

Diane also informed Steve that an electrical transformer had failed at the sewer plant and was replaced. Finally, Diane Hunter indicated that she was still attempting to catch up "administratively" because of the administrative problems that had been caused under the management of Craig Anderson.

11. John English then provide an Architectural Committee Report. The only matter to be discussed was the plan submitted for the building of a home on Lot 113 by Big Mountain Construction. The plans were approved.

12. Lori then informed the Board that the number of ballots received by her in the mail constituted a quorum, in that in excess of 27 ballots had been received. The Board next discussed the procedures of counting the ballots at the Annual Meeting and the fact that they could be counted by one on-candidate Director and one at large member in attendance at the meeting.

13. Finally, through telephone calls, the Board asked Steve to notify the members of a change of location of the meeting. This became necessary because Navajo County notified Lori that the meeting room customarily used for our Annual Meetings was closed due to COVID-19. At the request of the Board, Steve sent out a letter on July 8, 2020, changing the location of the meeting to the Heber-Overgaard Fire Station

14. Kathy Young indicated there are 13 lots as of June 22, 2020 that have dead trees, shrubs and/or trimmings. A letter needs to be mailed to these lot owners per Paragraph 13 of our CC&R's.

15. There being no further business to be brought before the Board during the Open Meeting, upon motion made and seconded, the meeting was adjourned.



Steven Feola, Counsel to the Board of Directors
Pine Meadows Homeowner's Association