Pinehurst at Waldenwood Homeowners Association

Minutes of the Board of Directors Meeting

4-March-2013

**Time and Place**

The Directors of the Pinehurst at Waldenwood Homeowners Association met on Monday, March 4, 2013. The Meeting was held at the home of Genevieve Ripley.

Association President Mark Prentice called the meeting to order at 7:07pm

**Present**

The following Directors were present at the meeting:

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| Mark Prentice | President  |
| Patti Oleon  | Treasurer  |
| Genevieve Ripley | Member at Large  |
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Keri Metz represented the management company, EMB Management, for approximately half of the meeting, with early departure due to illness.

**Approval of Minutes**

December Meeting Minutes were approved without changes (motion by Prentice | seconded by Ripley)

**ACC Spring Preview**

In preparation for the normal spring submission of ACC requests, committee members were invited to the board meeting. The ACC was represented by Doug Stewart and Sally Cox.

* Doug, Sally, and Jeremy Fritts confirmed continued participation in the ACC.
* Discussed the 30-day ACC response deadline, and a general objective to improve on response times to homeowner submittals.
* Discussed improving ACC process for notifying all ACC members of final decisions. Traditionally, the final decisions have only been forwarded back to EMB to facilitate communications back to the submitter.
* In 2012, 10-12 ACC submittals were received and processed.

**Financial Statements**

The board reviewed the sample balance sheet and income statement as well as the financial FAQ sheet for the new board members.

* Fiscal year 2012 financials were available, and no surprises were noted. The association formally lost $726 for fiscal year 2012, but managed to achieve budgeted deposits to the Replacement Reserves account for $10,306, resulting in a net balance of $78,033 saved for funding long-term asset replacement in the community.
* February financials were not available, as a result of re-formatting of financial reporting by EMB. No abnormal expenditures or surprises were noted in January financials.
* The board verbally reconfirmed prior decisions to write-off several uncollectable homeowner debts, and a recently agreed settlement with a former homeowner for a percentage of the HOA debut. In these cases, the debt-holder is no longer a homeowner in our neighborhood and we have no ability to use the lien process to obtain payment upon sale of the homes.

**Review of problematic Homes**

The board reviewed the status of several homes that have been identified in homeowner complaints as being in violation of CC&Rs. In February, two “friendly reminder” letters were issued giving homeowners 15-days to correct violations before being at risk for fines from the HOA.

**New Business Items**

**Front Entry Lighting** – The fixtures have been received, and were delivered to Mark Prentice, who will coordinate installation with Hal and Doug.

**Community Park** – Doug noted that the community Playground Park is in need of maintenance. The volleyball net is torn up. There is an excess of dog feces in the park. A community clean-up of the park is needed.

**HOA Visibility** – Mark Prentice proposed the notion of a Pinehurst HOA sign, which would highlight the HOA Web Site and which could be used to flag new information published to the web site. Several options were discussed, from a new sign at the entrance to the neighborhood, to adding signage to the community-owned mailboxes. No decision was made at the March meeting regarding how to proceed, but it was agreed to discuss this idea again when the full board is present.

HOA Website Link: <http://www.pinehurst-hoa.org/>

**Next Meeting**

The next meeting will be on April 1, 2013 at 7:00 p.m. at the home of Patti Oleson.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 8:10pm (motion by Prentice | second by Oleson)

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| Submitted By: | Checked By: |
| Mark Prentice | Patti Oleson |
| Revision 1 – 3/5/2013 | Revised by: Mark Prentice |