

PINE RIDGE PROPERTY OWNER'S ASSOCIATION, INC.

BOARD OF DIRECTOR'S BUSINESS MEETING

Wednesday January 25, 2023, at 6:00 P.M.

MINUTES

Approved as Submitted

Approved as submitted

Meeting opened at 6:00 P.M.

- 1. Roll Call** – All Directors present
- 2. Pledge of Allegiance**
- 3. President's Comments**

"To ensure openness of the Board activities I'd like to provide a recap on the Special Meeting and the additional Workshop we had this month.

In the Special Meeting we addressed an item tabled at the last month's Board meeting; **Barn Electrical Upgrade**. This entails maintenance and an update of the Barn's electrical system. In total it addresses safety issues that represented a threat to the structure and the borders in the barn. It was tabled because we hadn't received all bids. Once all bids were received the Board felt the need to move in an expedited manner because of the safety issues identified and it was in the best interest of the Association. The Board met and accepted the lowest bid and allocated up to \$18,000 to complete the work.

Our extra Workshop was held to evaluate our upcoming auto insurance renewal. This year the insurance was put out to several brokers to evaluate and provide quotes for coverage. We were not only looking at the cost of our insurance, but the coverages provided. We wanted to ensure that there were no gaps in coverage that might create an unprotected liability. All of us, being owners of the POA, not only share ownership of the assets of the Corporation but could be responsible for part of any liability. Insurance coverage is there for the protection of all of us. Tonight, we'll have the vote for the final choice of coverage.

The Board is not involved in most issues on a day-to-day basis. But our primary purposes and responsibilities to the community are to: **protect the property and it's value, provide for maintenance of the common property, and to enforce the restrictions contained in governing documents.**

Long before this Board was seated a choice was made, and rightly so, to hire a professional manager and delegate most of the duties above to the Manager and Staff. They do a good job of making sure those bases are covered for the POA. The Board Members, however, still maintain a fiduciary to Membership to provide oversight and policy to ensure the purposes of the Association are met.

To close I'd like to remind everyone that self-nominations are open for two Board spots. Nominations will close on Tuesday, January 31, at 4:30. If you feel you have the skills or ideas to help enhance the Board and help with its purpose, I would encourage you to put your application in."

- 4. Members Comments** – Member comments were heard regarding agenda items
- 5. Members Comments** – Member comments were heard regarding general items
- 6. Review Minutes/Accept**

- a. Regular Board Meeting Minutes December 21, 2022**

Bill Miller moved to accept, Wayne Tuch seconded. Motion passed 5/0 all in favor.

- b. Board Workshop Meeting Minutes January 11, 2023**

Mike McCoy moved to accept, Wayne Tuch seconded. Motion passed 5/0 all in favor.

Adopted 2.22.23 by BOD

c. Special Meeting Minutes January 16, 2023

Bill Miller moved to accept, Wayne Tuch seconded. Motion passed 5/0 all in favor.

7. Communications

a. Adopt Treasurers December 31, 2022

Mike McCoy moved to accept, subject to audit. Sue Wassermann seconded. Motion passed 5/0 all in favor.

b. Manager & Committee Reports

Pickleball Chairperson presented a report, Manager's report was in the packet

8. Unfinished Business

a. Barn Electrical Upgrade Bids/Vote:

President suggested a motion to remove the item from the table. Bill Miller so moved; Wayne seconded. Motion to remove from table passed 5/0, all in favor. President suggested a motion to remove the item from the agenda since the bid was accepted in the January 16, 2023, Special Meeting. Mike McCoy so moved; Bill Miller seconded. Removal from agenda passed 5/0, all in favor.

b. Board Policy and Procedures/Discussion/Vote:

President suggested a motion to remove the item from the table. Wayne Tuch so moved; Mike McCoy seconded. Motion to remove from table passed 5/0, all in favor. President suggested a motion to remove the motion as it has been resolved. Sue Wassermann so moved; Mike McCoy seconded. Removal from agenda failed 2/3, John Hyde, Wayne Tuch in favor, Bill Miller, Sue Wassermann, Mike McCoy against. Mike McCoy moved to retable item; Sue Wassermann seconded. Motion to retable passed 5/0, all in favor.

9. New Business

a. Update Vacation Policy/Vote:

President suggested a motion to adopt updated vacation policy for employee handbook. Bill Miller so moved; Wayne Tuch seconded. Mike McCoy moved to table the motion; Bill Miller seconded. Motion to table passed 5/0, all in favor

b. Employee Handbook Update/Vote:

President suggested a motion to update the Employee Handbook with recently adopted policies: Sick Time (adopted 11/2022), Exit Interview (adopted 11/2022), and Holidays (adopted 11/2022 and 12/2022). Wayne Tuch so moved; Mike McCoy seconded. Motion failed 2/3 with Wayne Tuch, and John Hyde for and Mike McCoy, Bill Miller and Sue Wassermann against

c. ~~Upper~~ Parking Lot Evaluation and Resurface/Vote:

President suggested a motion to drop the word "Upper" from item 9c. Mike McCoy so moved, Wayne Tuch seconded. Amended wording passed 5/0, all in favor.

President suggested a motion to get evaluation of road and parking from the traffic circle to Pine Ridge Blvd. If passed, Manager to develop RFP to determine condition of current surface and to provide recommendations and estimates to resurface, repaint/reline parking area. Mike McCoy so moves. Wayne Tuch seconds, motion passed 3/2, John Hyde, Bill Miller, Wayne Tuch in favor, Sue Wassermann, Mike McCoy against.

d. Feasibility and Cost Study Bocce Ball Courts/Vote:

President suggested a motion to have Wayne Tuch to chair a feasibility committee to investigate community interest, location and cost of installation of Bocce Ball courts in the Community Center. Bill Miller so moved; Mike McCoy seconded. Motion passed 5/0, all in favor.

e. Conference Style Phone/Vote:

President suggested a motion to develop a recommendation for a conference style phone to be used in meetings for the Board and Committees. If passed, Technology Committee and John Hyde to work

with Staff to complete. Wayne Tuch so moved; Bill Miller seconded. Motion passed 5/0, all in favor.

f. Discuss contract to update barn electric bid

Sue Wassermann moved to add item 9f, discuss contract for barn bid. Mike McCoy seconded. Motion to discuss passed 3/2, Bill Miller, Mike McCoy, Sue Wassermann in favor, John Hyde, Wayne Tuch against.

g. Legal / Tax Deed, Liens/Foreclosure or Fines/Vote:

1. Tabled Community Center Incident/Vote:

Sue Wassermann moved that the documentation from the issue be scanned and uploaded to cloud storage and that issue be closed with no action from the board. Motion passed 4/1, John Hyde, Bill Miller, Sue Wassermann, Mike McCoy for, Wayne Tuch against.

10. Adjournment

President moved to adjourn; Bill Miller seconded. Meeting adjourned at 7:21 P.M.

Susan Wassermann, Secretary

Susan Wassermann, PRPOA Secretary