

PCA BoD Meeting Minutes
July 15, 2021 9:00 AM
Frank M. Smith & Associates (FMS), 4756 Buck Springs Rd

Attendees: Gloria Mundy – President, Ray Crawley – Vice President/UD #4, Don Sebring – UD #1/IRC, John Kenyon – Unit 2- Treasurer.

Frank M. Smith & Associates: Mark Sweeney.

Owners/Guests: Shelly Tronco, Diane Moon, Janet McSpadden, Karen Habgood, Bob Stratman.

Call to Order and Verification of Quorum: The meeting was called to order by Gloria Mundy presiding President, at 9:20 AM. A Quorum was present.

Rental Discussion: Janet Mcspadden and Karen Habgood expressed concern with the short term rentals present in the association. They felt that more needed to be done by PCA to control what happens at these rentals. Mark let them know that the Board had instituted a quiet hour rule to help mitigate many of the gatherings FSA had been getting complaints on. He noted that for the complaint to be considered by the Board it would need to be submitted with proof of the infraction. Mark went on to say that the only other means PCA has to help with these issues would be to restrict rentals through an amendment to the CC&R's. The problem is that the CC&R's can only be amended every 10 years which won't happen again for another 5 years. **Changes to each Units CC&R's requires 75 percent approval and each homeowners signatures must be notarized.**

BoD Minutes: Ray made a motion to approve the minutes from the June 17, 2021 BoD Meeting. The motion was seconded by John and passed unanimously.

President's Report: Gloria reported Lonna Bradley had resigned from the Board of Directors. She noted that Shelly Tronco and Diane Moon were both interested in serving on the Board, for the remainder of the term of the current vacancies. After discussion a motion was made by Don to appoint Shelly and Diane to the two vacant positions. The motion was seconded by John and carried unanimously.

Gloria had received several compliments on the recent newsletter from the membership. It has now been posted on both the website and the portal so homeowners could access it there. Gloria went on to say that there is additional information for the timeline that will be added to the winter newsletter.

Gloria let the Board know she had been working with Angela and Answer One to make sure architectural requests and association phone calls were getting to the correct people. Mark confirmed he had been receiving emails from the website but he had not been receiving phone calls from Answer One.

Treasurer's Report: Mark reported there is currently \$34,216.34 in the operating checking account, \$100.00 in the reserve checking account, and \$135,776.57 in the reserve money market account. The total assets held by the association are \$170,092.81. There are some additions and changes that need to be entered into the income statement generated by TOPS. Mark said he would have the changes done prior to the July 31, 2021 financials.

Several homeowners still have not paid their association dues for the year. Mark has already reached out by phone, email, and hard mail to notify homeowners they are delinquent. After discussion the Board decided to have Wendy draft a collection letter to be sent to any homeowner who is still delinquent.

Management Report: Mark reported that there were still a few lots left that needed to be cleaned. He noted that he is getting bids to have those lots cleaned. The bids will be sent to the Board as soon as Mark receives them. There are 4 violations that are not present on the report that was submitted to the Board. These violations have been recorded in TOPS and each of the owners has been notified of the violation on their lot.

The Board discussed an owner complaint regarding an architectural request that was approved last year. The complaint was about the permit being issued to the contractor instead of the homeowner. Gloria asked that in the future a system be put in place that ensured the homeowner was notified when architectural approval was issued. It was requested that future board packet include a list of permits received and processed.

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New Business: The Board discussed the revised Rules & Policies. The only change that was requested was that the fine schedule regarding parking recreational vehicles on lots be made more severe, and that fines be assessed monthly. The fine schedule did not reflect these changes so the Board asked that Mark speak with Wendy to see if fines can be assessed monthly.

Old Business: The Board discussed the Annual Meeting and all that still needs to be prepared. Bob Stratman volunteered to provide a slide show that could be played at the beginning of the Annual meeting as homeowners are signing in and being seated. After discussion the Board decided that the slide show should also be posted on the website. Don asked that the slide show be provided to the Board a few days prior to the meeting so the Board can approve it.

Annual Meeting Update: The board requested that print outs of agenda, financials & minutes be placed on each table. The Board agreed to have a drawing for 10 Gift Cards at \$50 for the 50th Anniversary celebration. In addition all attendees will receive a firewise pen. Speakers for Annual Meeting will be; Pinetop Fire District Staff; Ronny Deming- General Manager Ponderosa Water Company and hopeful a speaker from AZ Fish and Game. We still need the Unit 5 Firewise award winner. The firewise award winners from all 5 Units will receive a \$50 gift card. Candi Brazil with Hon-dah notified Gloria that we may have up to 125 in attendance. Board members need to be at Hon-dad by 7:00am on Saturday Aug. 7th 2021. The annual meeting signs were discussed and board decided to rely on email blast, website and newsletter to advertise our Annual Meeting.

The Board discussed the requirements to renew our Annual Firewise certification. It was noted that the work hours put in by the Board and residents will need to be tracked. Bob Stratman said that our PCA Board will need a plan of action by 2021.

Our welcome committee has been working on their new homeowner list but a number of homeowners have not been available. They will continue to work on their lists.

Our website has been updated with information on how to report bear activity in your neighborhood.

Next Meeting: August 7, 2021 following the Annual Meeting.

Adjourn: The meeting was adjourned at 11:42 AM.

Approved: *Gloria Mundy*

Gloria Mundy, President, acting as recording secretary due to Marj Sherman out of state.