

PFFPOA Board Meeting - 06/22/16 at 10 am

In Attendance

Board Members
Doug Chick
Barb Harrah
Ed Hauschild
Harry Weinhofer

Approval of Previous Meeting Minutes

Approved as posted

Treasurer's Report

The treasurer's report (actual expenditures and budgeted amounts) is appended as attachment 1.

Six liens were placed for failure to pay association fees. Two of those liens have been cleared.

The covenants allow an administrative charge of \$25 when a lien is placed. Placing the lien requires two visits to the clerk plus notarization. We should consider an increase in this fee in the new covenants.

Roads Report

Paving of Butterfly has been completed. Future maintenance will be minimal.

Chan will begin filling pot holes next week.

A short part of Ridgeview requires maintenance. We will evaluate gravel maintenance versus paving at half owners expense. In any case this road will be next on the list.

Old Business

- Bylaw and Covenant Changes
We plan to start preparation of a ballot at the next board meeting (July 13th).
Some aspects of the plan ---
 - We will use internet voting in a manner similar to that used to make the decision on the Butterfly Lane paving.
 - The ballot will allow for voting on an item by item basis.
 - During a month-long comment period, members can have additional options added to the ballot.
 - Each ballot item will require majority approval. If there are more than two options and no option receives a majority vote, the option receiving the fewest votes will be deleted and another vote will be taken. This process will be repeated until one option does receive a majority vote.
- Striping
The striping covered by new pavement will be redone by roller before August 1st.
- Forest Park Wall
The lamps on the wall are damaged. Ed will make sure that the nearby resident has no interest in the lamps. He will then remove them and close the electrical boxes.
- Parking at the entrance
We had considered filling a parking area with gravel or architectural stone. This will be deferred.

- Need for an updated area map
Deferred to next year

New Business

- Warren Alston has requested a leave of absence until mid-September. Doug will serve as president in his absence. There was no open meeting on June 11th because we had to regroup. Warren's statement will be included in the next email to the members.

- Meeting Schedule
We will return to quarterly open meetings with the next one being held on Wednesday evening September 14th at a location to be determined.

The board will hold a closed meeting at intervals approximately mid-way between the open meetings. The next one will be held on July 13th.

The board will hold a closed meeting two weeks before each open meeting to prepare an agenda for the open meeting. The agenda will be circulated by email and members may request additions to the agenda. Next agenda prep meeting will be held on August 31st.

- Paving Policy
We will add an item to the paving policy to indicate that the process starts with a request signed by the members who agree to share half the cost. Completion of paving is subject to availability of association funds and approval by all members.

Adjourned at 11:12

2016 Budget

21-Jun-16

<u>Line</u>		BUDGET	ACTUAL	VARIATION
1	ADMINISTRATIVE EXPENSES			
2	Annual Meetings	\$ 120	\$ 266.13	\$ (146.13)
3	Attorney - Legal	\$ 250	\$ 37.50	\$ 212.50
4	Beautification	\$ 200	\$ 101.77	\$ 98.23
5	Insurance	\$ 1,000	\$ -	\$ 1,000.00
6	State / Federal Tax	\$ 10	\$ 13.70	\$ (3.70)
7	Office Supplies & Expenses	\$ 450	\$ (157.46)	\$ 607.46
8	Sub-Total	\$ 2,030	\$ 261.64	\$ 1,768.36
9	ROAD EXPENSES			
10	Gravel Road Maintenance	\$ 2,000	\$ 10,028.94	\$ (8,028.94)
11	Paved Road Maintenance	\$ 3,500	\$ 2,571.28	\$ 928.72
12	Paved Road Resurfacing	\$ 20,000	\$ 19,740.00	\$ 260.00
13	Snow Removal	\$ 7,000	\$ 4,235.26	\$ 2,764.74
14	Tree Removal	\$ 1,000	\$ -	\$ 1,000.00
15	Sub-Total	\$ 33,500	\$ 36,575.48	\$ (3,075.48)
16	MAINTENANCE MANAGER	\$ 11,400	\$ 4,750.00	\$ 6,650.00
17	Material Expenses	\$ 1,000	\$ -	\$ 1,000.00
	Sub-Total	\$ 12,400	\$ 4,750.00	\$ 7,650.00
18	FIREWISE COMMITTEE	\$ 1,000	\$ 875.00	\$ 125.00
19	EMERGENCY / CONTINGENCY	\$ 2,500	\$ 1,170.00	\$ 1,330.00
20	TOTAL EXPENSES	\$ 51,430	\$ 43,632.12	\$ 7,797.88
21	ASSESSMENT INCOME	\$ 47,250	\$ 45,080.84	(\$2,169.16)
22	INTEREST INCOME	\$ 400	\$ 261.58	(\$138.42)
23	IMPACT FEES	\$0	\$ -	\$5,000.00
24	2015 CARRYOVER BALANCE	\$ 70,299	\$ 70,298.76	
25	TOTAL INCOME	\$ 47,650	\$ 45,342.42	(\$2,307.58)
26	TOTAL EXPENSES	\$ 51,430	\$ 43,632.12	\$ 7,797.88
27	PROJECTED YEAR-END BALANCE	\$ 66,519	\$ 72,009.06	\$ 5,490.30
28	ACTUAL BALANCES - CHECKING		\$ 21,040.53	
	- SAVINGS		\$ 600.76	
	- DUKE		\$50,367.77	
			\$72,009.06	