

## **PFFPOA Board Meeting - 10/26/16 at 10 am**

### **In Attendance**

Board Members  
Barb Harrah  
Ed Hauschild  
Harry Weinhofer

### **Approval of 9/12/16 Meeting Minutes**

Approved as posted on our web site.

### **Treasurer's Report**

The current 2016 budget is appended as Attachment 1.

We have enough to cover remaining expenses to year end with a small return to the reserve.

The proposed 2017 budget is appended as attachment 2.

The income is reduced by fees from the lots that currently have liens. We anticipate that those owners will not pay next year.

### **Roads Report**

This year, the paving maintenance was larger than typical as planned. We also paid half the cost of paving Butterfly, as approved in a vote by the membership. We plan to return to more normal paving maintenance next year.

### **Old Business**

Suggested Agenda for the December Annual Meeting

- Immediate Covenant Change  
Replace Article XXIII on enforcement of covenants as in the following outline.  
A member registers a complaint to the board in writing.  
Board has 7 days to notify the property owner of the complaint.  
The Property owner has 7 days to ask in writing for a hearing or to make a correction  
If hearing is requested, the board makes a decision, and if there is a found to be a violation, a correction must be made in 30 days.  
After 30 days, the violator is fined \$100 per month with the money added to associations annual fees.  
Unpaid fees lead to a lien
- Further Bylaw and Covenant Updates  
Present the planned procedure for change and approval.
- Chat box construction  
Request for volunteers to build boxes to hold unboxed piles.
- Downed trees  
If a tree leaning toward the road is removed by the lot owner, he pays.  
If it falls, the association pays unless it takes down a wire. Then Duke pays.  
Is this the way we want it?
- We need candidates for open board positions.
- Committee changes from last years agenda  
Beautification - Jennifer Payton  
Picnic - Donna Brim

**New Business**

The current email list has groups for "Property Owners" and "Home Owners" with the idea that only residents need to be informed about local issues like road conditions. A better division would replace the "Home Owners" group by "Local Owners" so that members living in the area are also informed. This change is approved.

Next board meeting - Nov 29th, 10 am

Adjourned at 11:20 am

Attachment 1

**2016 Budget**

26-Oct-16

<u>Line</u>		<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIATION</b>
1	<b>ADMINISTRATIVE EXPENSES</b>			
2	Annual Meetings	\$ 120	\$ 306.13	\$ (186.13)
3	Attorney - Legal	\$ 250	\$ 37.50	\$ 212.50
4	Beautification	\$ 200	\$ 101.77	\$ 98.23
5	Insurance	\$ 1,000	\$ 927.00	\$ 73.00
6	State / Federal Tax	\$ 10	\$ 13.70	\$ (3.70)
7	Office Supplies & Expenses	\$ 450	\$ (157.46)	\$ 607.46
8	<b>Sub-Total</b>	<b>\$ 2,030</b>	<b>\$ 1,228.64</b>	<b>\$ 801.36</b>
9	<b>ROAD EXPENSES</b>			
10	Gravel Road Maintenance	\$ 2,000	\$ 10,382.14	\$ (8,382.14)
11	Paved Road Maintenance	\$ 3,500	\$ 3,950.42	\$ (450.42)
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	\$ 310.00	\$ 690.00
15	<b>Sub-Total</b>	<b>\$ 33,500</b>	<b>\$ 38,617.82</b>	<b>\$ (5,117.82)</b>
16	<b>MAINTENANCE MANAGER</b>	\$ 11,400	\$ 9,500.00	\$ 1,900.00
17	Material Expenses	\$ 1,000	\$ 38.10	\$ 961.90
	<b>Sub-Total</b>	<b>\$ 12,400</b>	<b>\$ 9,538.10</b>	<b>\$ 2,861.90</b>
18	<b>FIREWISE COMMITTEE</b>	\$ 1,000	\$ 875.00	\$ 125.00
19	<b>EMERGENCY / CONTINGENCY</b>	\$ 2,500	\$ 1,793.00	\$ 707.00
20	<b>TOTAL EXPENSES</b>	<b>\$ 51,430</b>	<b>\$ 52,052.56</b>	<b>-\$622.56</b>
21	<b>ASSESSMENT INCOME</b>	\$ 47,250	\$ 46,089.20	(\$1,160.80)
22	<b>INTEREST INCOME</b>	\$ 400	\$ 463.45	\$63.45
23	<b>IMPACT FEES</b>	\$0	\$ 2,500.00	\$ 2,500.00
24	<b>2015 CARRYOVER BALANCE</b>	\$ 70,299	\$ 70,298.76	
25	<b>TOTAL INCOME</b>	\$ 47,650	\$ 49,052.65	\$1,402.65
26	<b>TOTAL EXPENSES</b>	\$ 51,430	\$ 52,052.56	\$ (622.56)
27	<b>PROJECTED YEAR-END BALANCE</b>	\$ 66,519	\$ 67,298.85	\$780.09
<b>28</b>	<b>ACTUAL BALANCES - CHECKING</b>		<b>\$ 16,128.45</b>	
	- SAVINGS		<b>\$ 600.82</b>	
	- DUKE		<b>\$50,569.58</b>	
			<b>\$67,298.85</b>	

**Pisgah Forest Farms Property Owners Association  
Proposed 2017 Budget**

25-Sep-16

<u>Line</u>		<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIATION</u>
1	<b>ADMINISTRATIVE EXPENSES</b>			
2	Association Meetings	\$ 320		\$ 320.00
3	Attorney - Legal	\$ 1,000		\$ 1,000.00
4	Beautification	\$ 200		\$ 200.00
5	Insurance	\$ 1,000		\$ 1,000.00
6	State / Federal Tax	\$ 150		\$ 150.00
7	Office Supplies & Expenses	\$ 450		\$ 450.00
8	<b>Sub-Total</b>	<b>\$ 3,120</b>		<b>\$ 3,120.00</b>
9	<b>ROAD EXPENSES</b>			
10	Gravel Road Maintenance	\$ 2,000		\$ 2,000.00
11	Paved Road Maintenance	\$ 3,500		\$ 3,500.00
12	Paved Road Resurfacing	\$ 10,000		\$ 10,000.00
13	Snow Removal	\$ 7,000		\$ 7,000.00
14	Tree Removal	\$ 1,000		\$ 1,000.00
15	<b>Sub-Total</b>	<b>\$ 23,500</b>		<b>\$ 23,500.00</b>
16	<b>MAINTENANCE MANAGER</b>	\$ 11,400		\$ 11,400.00
17	Material Expenses	\$ 1,000		\$ 1,000.00
	<b>Sub-Total</b>	<b>\$ 12,400</b>		<b>\$ 12,400.00</b>
18	<b>FIREWISE COMMITTEE</b>	\$ 1,000		\$ 1,000.00
19	<b>EMERGENCY / CONTINGENCY</b>	\$ 2,500		\$ 2,500.00
20	<b>TOTAL EXPENSES</b>	<b>\$ 42,520</b>		<b>\$42,520.00</b>
21	<b>ASSESSMENT INCOME</b>	\$ 46,725		(\$46,725.00)
22	<b>INTEREST INCOME</b>	\$ 600		(\$600.00)
23	<b>IMPACT FEES</b>	\$0		\$5,000.00
24	<sup>2016</sup> <b>2015 CARRYOVER BALANCE</b>	\$ 63,000		
25	<b>TOTAL INCOME</b>	\$ 47,325		(\$47,325.00)
26	<b>TOTAL EXPENSES</b>	\$ 42,520		\$ 42,520.00
27	<b>PROJECTED YEAR-END BALANCE</b>	\$ 67,805		(\$67,805.00)
28	<b>ACTUAL BALANCES - CHECKING</b>			
	<b>- SAVINGS</b>			
	<b>- DUKE</b>			