

# PINEBROOK HOMEOWNERS ASSOCIATION



## NEW BOARD MEETING MINUTES September 2, 2018

### PINEBROOK TOWN HALL

The meeting was called to order by President Dale Pilgeram at 11:47 AM

#### Board Meeting Attendees

**Present:** Dale Pilgeram, President  
Tony Gutierrez, VP  
Kirt Boynton, Treasurer  
Mike Coffee  
Jeff Gately  
Brian Musgrave  
Ken Kenard

**Absent:** Michelle Coy

**Guests:** Kristin Kovacs, Office Manager, Emil Saxberg

#### Establish New Board and Committees

- **Elect Officers**

- **President**

Kirt Boynton made a motion to appoint **Dale Pilgeram** to be President of the Board, Jeff Gately seconded the motion. Motion carried.

- **Vice President**

Jeff Gately made a motion to appoint **Tony Gutierrez** to be Vice President of the Board, Mike Coffee seconded the motion. Motion carried.

**Treasurer**

Tony Gutierrez made a motion to appoint **Kirt Boynton** to be Treasurer of the Board, Mike Coffee seconded the motion. Motion carried.

- **Secretary**

Jeff Gately made a motion to appoint **Brian Musgrave** to be Secretary of the Board, Kirt Boynton seconded the motion. Motion carried.

- **Appointed All Committee Chairs**

- **Finance and Insurance Committee**

Mike Coffee will be Committee Chair for the Finance and Insurance Committee,  
with support from Dale Pilgeram and Kirt Boynton

- **Election Committee**

Tony Gutierrez will be Committee Chair for the Election Committee.

- **Social Committee**  
Brian Musgrave will be Committee Chair for the Social Committee. With help from Michelle Coy, Kathy Maloney (fishing derby), Kathy Skinner Tomi Saarnio (July beach races)
- **Building Review and CC&R Compliance Committee**  
Jeff Gately will be Building Review and CC&R Compliance Committee Chair. With help from Tony Gutierrez, Dale Pilgeram, Ken Kennard
- **Maintenance and New Projects Committee**  
Jeff Gately will be Maintenance and New Projects Committee Chair. With help from Ken Kennard, Brian Musgrave, Mike Coffee, Steve Moore, Mike Brashear, Dale Pilgeram

Tony Gutierrez made a motion to approve all the committee chairs, Kirt Boynton seconded the motion. Motion carried.

- **Approve Staff Members**

Approved in last Board Meeting, September 2, 2018 at 9:30 AM

### **Treasurer's Report**

Budget: 2018-19 for \$86,625 income from annual dues. Deposited \$59,897.00. Dues are delinquent with penalty starting October 1<sup>st</sup>.

- **UFM Plan**

- Brian Musgrave made the motion to keep the UFM to 26 for the year, Tony Gutierrez seconded the motion. Motion unanimously passed.

### **President's Report**

- Reviewed of Planning Guide and Monthly Schedule of Events
- Established the 2017/2018 Board Meeting Schedule

### **Social Committee Report**

- Established upcoming Social Events for 2017/2018 date/time/content/volunteers
- Order medals for next summer

### **Old Business Carryover- None**

### **New Business**

- Establish any New Business for next meeting
- Mike Coffee has volunteered to put together a welcome letter to all new property owners and schedule a time for a meet and greet.

### **Meeting Adjourned: 1:27 PM**

**Next Board Meeting: Saturday, 10/27/18 at 10:00 AM**  
**In the Pinebrook Town Hall**

**Respectfully Submitted:**

**Kristin Kovacs**  
**Office Manager**