

# PINEBROOK HOMEOWNERS ASSOCIATION



## NEW BOARD MEETING MINUTES September 1, 2019

### PINEBROOK TOWN HALL

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

#### Board Meeting Attendees

**Present:** Dale Pilgeram, President  
Kirt Boynton, Treasurer  
Michelle Coy, Director  
Ken Kennard, Director

Tony Gutierrez, VP  
Mike Coffee, Director  
Brian Musgrave, Secretary

**Absent:** Jeff Gately

**Guests:** Kristin Kovacs, Office Manager

#### Establish New Board and Committees

- **Elect Officers**

- **President**

Mike Coffee made a motion to appoint **Dale Pilgeram** to be President of the Board, Brian Musgrave seconded the motion. Motion carried.

- **Vice President**

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

**Treasurer**

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

- **Secretary**

Mike Coffee made a motion to appoint **Brian Musgrave** to be Secretary of the Board, Ken Kennard 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, Brian Musgrave

- **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 Skinner

- **Building Review and CC&R Compliance Committee**  
Tony Gutierrez will be Building Review and CC&R Compliance Committee Chair. With help from Jeff Gately, 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, Mike Brashear, Dale Pilgeram

Mike Coffee 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 1, 2019 at 9:30 AM

- Will need to look for a new Town Hall cleaner, who can keep up with events and reservations.

### **Treasurer's Report**

Budget: 2019-20 for \$86,625 income from annual dues. Deposited \$57,205.00.

- Following dues are delinquent with penalty starting October 1<sup>st</sup>, 103 owners still need to pay
- **UFM Plan**
  - Mike Coffee made the motion to keep the UFM to 26 for the year, Ken Kennard seconded the motion. Motion unanimously passed.

### **President's Report**

- Reviewed of Planning Guide and Monthly Schedule of Events
- Established the 2019/2020 Board Meeting Schedule

### **Social Committee Report**

- Established upcoming Social Events for 2019/2020 date/time/content/volunteers

### **Old Business Carryover-**

- **WiFi** – Kirt will look into replacing WiFi for beach area
- **RV Reservation-** Deposits must be collected before any stay. Camp Host will have campers sign a hold harmless and give them a packet of rules that must be followed plus collect money for their stay.

### **New Business**

- Establish any New Business for next meeting
- **Permit for Lake and Stream**  
Mike Coffee made a motion to acquire another permit with Fish and Game to qualify for another 5 year contract to be able to maintain Pinebrook lake and stream, Michelle Coy second the motion. Motion unanimously passed.

**Meeting Adjourned: 1:30 PM**

**Next Board Meeting: Saturday, 10/19/19 at 10:00 AM  
In the Pinebrook Town Hall**

**Kristin Kovacs  
Office Manager**