

PINEBROOK HOMEOWNERS ASSOCIATION



NEW BOARD MEETING MINUTES September 6, 2020

PINEBROOK TOWN HALL

The meeting was called to order by President Dale Pilgeram at 10:30 AM

Board Meeting Attendees

Present: Dale Pilgeram, President Tony Gutierrez, VP
 Kirt Boynton, Treasurer Mike Coffee, Director
 Michelle Coy, Director Brian Musgrave, Secretary

Absent: Jeff Gately, Director Ken Kennard, Director

Guests: Kristin Kovacs, Office Manager

Establish New Board and Committees

- **Elect Officers**

- **President**

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

- **Vice President**

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

- Treasurer**

- Brian Musgrave 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, Tony Gutierrez seconded the motion. Motion carried.

- **Appointed All Committee Chairs**

- **Finance and Insurance Committee**

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

Mike Coffee made a motion to approve all the committee chairs, Brian Musgrave seconded the motion. Motion carried.

- **Approve Staff Members**

Approved in last Board Meeting, September 6, 2020 at 9:30 AM

Treasurer's Report

Budget: 2020-21 for \$86,625 income from annual dues. Deposited \$57,030.

- Following dues are delinquent with penalty starting October 1st, 129 owners still need to pay
- **UFM Plan**
 - Mike Coffee made the motion to keep the UFM to 26 for the year, Michelle Coy seconded the motion. Motion unanimously passed.
- **Open Funding amount for committee discretionary action with only President and Treasurer approval.**
 - Maintenance \$1,500.
 - Social \$1,500.
 - New Projects \$1,500

Michelle Coy made a motion to approve Funding amounts to the different committees, Tony Gutierrez seconded the motion. Motion carried.

President's Report

- Reviewed of Planning Guide and Monthly Schedule of Events
- Established the 2020/2021 Board Meeting Schedule

Social Committee Report

- Established upcoming Social Events for 2020/2021 date/time/content/volunteers

Old Business Carryover-

- None

New Business

- Board Member requesting rental of Town Hall once a week on Friday evenings from 7:00-8:00 until Memorial weekend 2021.

Kirt Boynton made a motion to approve Town Hall rental for \$150. per quarter. If any other members want to rent it they will forfeit their time, Mike Coffee seconded the motion. Motion carried.

Meeting Adjourned: 12:07 PM

**Next Board Meeting: Saturday, 10/31/20 at 10:00 AM
In the Pinebrook Town Hall**

**Kristin Kovacs
Office Manager**