



PINEBROOK HOA 2025 ANNUAL MEETING AGENDA #1,2

Tuesday, SEPTEMBER 22nd, 2026 10:00AM, TOWN HALL

Updated: 9/10/2026

- 1. Call Meeting to Order** **Jeff Gardner**
- 2. Roll Call** **Jeff Gardner**
 - Board and Committee Chairpersons Present - names and introduction
 - Pass around sign-up sheet for all attendees making sure Property Owners identify themselves.
 - Show of hands of representative for one or more properties owned
 - Determine if a meeting quorum exists for the purpose of discussing new business (77 lots must be represented by owners). State number of represented lots present for minutes.
- 3. Secretary's Report** **Jeff Gardner**
 - Read and approve minutes of 2025 Annual Meeting
- 4. Treasurer's Annual Report (If people are present) Mario Perez, Brittany Cockshott**
 - Give folks time to read reports provided
 - Make any key points on financials
 - Request Motion and Vote to approve the Annual Financial Report
 - Brittany provide number of dues paid out of approximately 337 property owners (Captive Lots: 51) (280 Improved Lots, 105 Bare Lots): Total # Delinquent
 - Review and approve UFM plans for the year (26 active UFM's) (4 Staff Members)
 - Approve open funding amount for committee discretionary actions with only President and Treasurer approval:
 - Maintenance: \$2,500
 - Social: \$500
 - IT \$1,500
- 5. President's Report** **Jeff Gardner**
 - Cover election results and introduce new/continuing board members
 - Identify those officers, board members, and staff leaving their positions
 - Overview of the year
 - Separate Attachment
- 6. Adjourn**