

# PINEBROOK HOMEOWNERS ASSOCIATION



## REGULAR BOARD MEETING MINUTES March 23, 2019

### PINEBROOK TOWN HALL

The meeting was called to order by President Dale Pilgeram at 10:05 AM

#### Board Meeting Attendees

**Present:** Dale Pilgeram, President                      Tony Gutierrez, Vice President  
Ken Kennard, Director                                      Kirt Boynton, Treasurer  
Brian Musgrave, Secretary                                Mike Coffee, Director

**Absent:** Michelle Coy, Director, Jeff Gately, Director

**Also Present:** Kristin Kovacs

#### Minutes

Mike Coffee made the motion to approve the Regular Board Meeting minutes from October 27, 2018, Tony Gutierrez second the motion.

Ayes (5)    Noes (0)    Absent (2)    Abstained (0)

#### Treasurer's Report – Reviewed by Mike Coffee

Reviewed Year-to-date Actual vs. Budget and Balance Sheet.

- **HOA Dues:** 1 Delinquent, Certified Mail with Invoices was sent. Mike Coffee will follow up with them.
- The process for new signers for the financial accounts have been completed
- **Reviewed New CA AB2912 requirements:**

**Consistent with the requirements of AB2912 the Pinebrook Board of Directors certifies that the financial statements (income statement and balance sheet) have been reviewed approximately monthly; and that on this date are approved by the Board of Directors**

Tony Gutierrez made the motion to approve the Financial report, Brian Musgrave second the motion.

Ayes (5)    Noes (0)    Absent (2)    Abstained (0)

#### President's Report – Dale Pilgeram

- **Review Planning Guide and Monthly Schedule of Events**  
Reviewed November through April
  - Fire Extinguisher need to be recharged- Kristin
  - Painting Docks, Tony, Brian, Jeff and Ken
  - Playground equipment will be checked by Tony
  - Inventory Mike and Tony will work together
  - Newsflash will be sent out warning members SCAMS

**Election Committee Report:** May need to start looking for one replacement

**Members Communication:** Received a letter asking if any social events could be on a Friday night.

The Board will take this into consideration when working on next year social calendar.

### **Social Committee Report**

- 40 people have RSVP for St Patrick's celebration
- May 4<sup>th</sup> will be a combination social for Western Round –Up and Cinco de Mayo
- May 25<sup>th</sup> Pot Luck Spring Fling – Decided not to have
- July 4<sup>th</sup> celebration will be adding a float to the parade

Mike Coffee made the motion to not exceed \$300.00 on supplies for the float, Brian Musgrave second the motion.

Ayes (5)    Noes (0)    Absent (2)    Abstained (0)

- Fourth of July BBQ will be done in house
- Brian Musgrave will contact The Moose Lodge to cater the Labor Day 2019
- July 27<sup>th</sup> Camp out on beach with movie
- July 28<sup>th</sup> Fishing Derby and pancake breakfast
- Welcome and Education Program- Mike Coffee will have the three new Board Members, Jeff Gately, Brian Musgrave, and Ken Kennard attend a new members orientation to be able to give feedback and finalize the program. Will send out a newsflash for anyone to join

### **Building Review & CC&R Compliance Committee Reports**

- Reviewed Committee Reports on violations

### **Maintenance & New Projects Report - Dale Pilgeram**

- Reviewed report

### **Projects Committee Reports**

- Reviewed
- Camp Host Bradley Beers

Mike Coffee made the motion to contract with Bradley Beers for camp host, Ken Kennard second the motion.

Ayes (5)    Noes (0)    Absent (2)    Abstained (0)

- Pinebrook will pursue to eliminate two water meters out of the four with CCWD Dale Pilgeram will write a letter to Bertha Underhill.

Mike Coffee made the motion transfer one meter on the corner of Flanders and Moran to the adjoining property owner, Tony Gutierrez second the motion.

Ayes (5)    Noes (0)    Absent (2)    Abstained (0)

- Mulcher Mower

Tony Gutierrez made the motion to buy a used mulcher mower, Mike Coffee second the motion.

Ayes (5) Noes (0) Absent (2) Abstained (0)

- **Maintenance Contract: PB P&P 32**

Mike Coffee made the motion to approve the changes to the maintenance contract, Kirt Boynton second the motion.

Ayes (5) Noes (0) Absent (2) Abstained (0)

## **EPPOC/GABA Report**

- Submitted

## **Old Business**

- Reviewed Things To Do List.
- Trash Capacity and management pack in –pack out, No garbage cans, will try this for the summer, may need to go back to trash cans if this doesn't work
- 3 staff members are top priority on the UFM wait list. Will to take other UFM candidates to be staff members.

## **New Business**

- Camp Host extra duties.

Mike Coffee made a motion for Jeff Gately to be able to negotiate pay based on tasks with the camp host that is beyond camp host duties, Brian Musgrave second the motion.

Ayes (5) Noes (0) Absent (2) Abstained (0)

- Board Meeting Dates
  - April 20<sup>th</sup> Board meeting is rescheduled to May 4th
  - May 25<sup>th</sup> Board meeting is rescheduled to June 15th

- **Meeting Adjourned: 1:53 AM**

**Next Board Regular Meeting: May 4th, 10:00 AM  
In the Pinebrook Town Hall**

**Respectfully Submitted:  
Kristin Kovacs**