



**PINEBROOK HOA BOARD MEETING MINUTES
SATURDAY, MAY 4TH, 2019, 8:00AM, TOWN HALL**

- 1. Call to Order, Roll Call, and Acknowledgement of Guests** **Dale**
- . Call to Order at 8:00AM by Dale Pilgeram
 - . Kristin Kovacs absent, Dale Pilgeram to take minutes
 - . Attendees:
 - Dale Pilgeram, President Kirt Boynton, Treasurer Brian Musgrave, Secretary
 - Tony Gutierrez, Vice President Mike Coffee, Director Michelle Coy, Director
 - Ken Kennard, Director
 - . Absent:
 - Jeff Gately, Director
- 2. Approval of Previous Meeting Minutes** **Amber**
- . Approved 03/23/19 Board Meeting Minutes, Motion by Mike, 2nd by Tony
- 3. Treasurer's Report** **Kirt**
- . Outlook Report: Insurance, UFM, Issues, Exposures
 - No issues or exposures and QuickBooks in line with bank accounts
 - . No delinquent HOA dues or outstanding UFM fees
 - . No going forward Budget Risks; Decision to go on auto-pay from bank account for monthly Billing services (mostly utilities).
 - . Report on Tuning of R3 item allocation and Budget **Mike**
 - Approach and initial Budget presented for R3 for next fiscal year
 - . Consistent with the requirements of AB2912, the Pinebrook Board of Directors certifies that the Financial statements (income, expense and balance sheet) have been reviewed approximately monthly and that on this date are approved by the Board of Directors.
 - . Treasurer Report approved; Motion by Tony, 2nd by Brian
- 4. President's Report** **Dale**
- . Review of Planning Guide and Monthly Schedule of Events
 - Inventory completed by Mike, communicated to Board Members. Report approved with motion by Michelle and 2nd by Tony
 - . Weather depending, lake weirs, sand spreading, and new sand (3 truck and trailers) will be done with volunteer workday along with picnic table placement and pea gravel spreading.
 - . Most of winter debris collected and burned, annual cleaning of facilities to begin in May weather Depending.
 - . Tony completed playground inspection
 - . Fire Extinguishers in the Town Hall need checking and filling: Kristin to follow up
 - . All other items completed or scheduled
 - . Review of member communications and actions taken
 - . Folks having problems with Reservation system – getting used now; referred to Kirt
 - . Lots of Nextdoor questions where answers are on our website
 - . Road repair issues and “when will the bridge be rebuilt on Murphys Drive”. Will continue to Provide status through the NEWS delivery.
 - Still working to get final CalFire new cleaning requirements for 2019

5. Social Committee Report

Brian

- . Readiness for Cinco De Mayo and Western round up Party Tonight
- . Event is a "GO", Brian states he has who and what he needs.
- . Revised Event Calendar going forward
- . No Spring Fling scheduled for Memorial Day Weekend: Always a weather challenge
- . Decision to do 4th of July "in-house" with volunteer cooking
- . Activities added to Fishing Derby Weekend; Kirt to provide movie screen
- . Labor Day: Moose with Bob Harlow to do catering. Band to be searched for entertainment.
- . Re-assess in September what and how many events to have next year. Might need a member survey to collect interest and ideas.
- . With enhanced events, and wanting to provide budgeted money for fireworks, it was agreed that the next fiscal year Social Budget should be increased.

New Owner Orientation

Mike

- . Test runs of program were positive with need to shorten material and have more tour time
- . Mike needs list of new owners in order to personally invite them to sessions.

6. Building Review & CC&R Compliance Committee Report

Dale

- . Review "Tracker" status – Working (3) Compliance Issues
- . No change in 2 of 3 that will be picked up in June Fire Safety Inspection
- . Weekend rental AirB&B still has issues regarding renter control regarding neighbor Courtesy and CC&Rs. Problematic property sold, new owner intentions not known.
- . Reviewed CC&R & P&P Penalties and application process; P&P 7 & P&P 19
- . Confirmed that HOA has no real practical and economical restriction process for CC&R violations. For fire safety inspections CalFire and EPFD have increased the penalty of failure with higher fines and jail time for multiple failures.

7. Election Committee Report

Tony

- . Review Board for next year (Kirt, Michelle, Mike) signed up for another 2 yr term; (Brian, Tony, Ken, Jeff) will be serving 2nd year of term.
- . Good shape for next fiscal year: should still pursue a new person willing to serve

8. Maintenance Contractor (Primary Open Items) – See Tracker for all items

Jeff

- . Floating dock repaired and dock edges painted to allow lake filling
 - . Trim up dead limbs 15', live limbs 6' or 1/3rd tree if < 18' tall
 - . Clean debris in common area and trim TH front bushes
 - . Trim dead limbs on Cedar Trees & large beach tree live limbs
 - . Evaluate welding old Harrow as back-up for new one that was purchased
 - . Riding mulcher/mower purchased and put in service
 - . Items in Maintenance Tracker reviewed
- . All primary items to be addressed this spring. A new Harrow has been purchased and the old (2) Harrows will be addressed for repair potential in order to provide backup capability.

9. Projects Committee Report (Assigned & Small Items, See Tracker)

Dale

- . Camp Host Bradley Beers on location at site; may still need WIFI extender
- . No Status to report on CCWD request on water meter transfer and elimination
- . Plumber to be hired to repair (4) issues related to winterization
- . Painter to be pursued for outbuildings, Town Hall, and EPFD Station painting
- . Build/Install table on lawn between two benches (Open, non-critical item)
- . Picnic Area Amphitheater: Approved to fund \$30K from capital to get this project sized with contractor plan and site plan.

Dale

Dale

10. EPPOC & GABA Report (Board to suggest items on behalf of Pinebrook)

Dale

- . Minutes sent out via NEWS
- . Current focus is on Fire Safety activity with focus on fire breaks and insurance coverage.
 - FireWise Event to be held this morning
 - VIPs in place: Dale, Tony, Molly Pilgeram, Norm Rector, and James Mead
 - Lot clearing requirements updated and on website
 - Evacuation information and maps created and on website
 - Lot Cleaner contact information updated and on website

11. Old Business & Report on THINGS TO DO from previous Meeting

Dale

- . Fish planting permit obtained; Hatchery delivery procured
- . Cleaning employee status no change, but Board agreed to pursue annual deep Cleaning
- . Status on Inventory, riding Mulcher/mower, Camp Host operation and Beach sand, dock painting/repair and lake readiness already covered along with Common Area annual cleaning status (in progress)

12. New Business

Dale

- . None on the AGENDA
- . Participation in Firewise Event on May 4th
 - Pinebrook will have a booth with handouts. Everyone is encouraged to attend This May 4th event at 9:00am at Independence Hall, especially new property owners.
- . Still need to close on CalFire process and forms for inspection

13. Motion to Adjourn:

- . Meeting Adjourned at 9:30am, Motion by Tony, Second by Brian
- . Next Board Meeting: 06/15/19: 10:00am; Focus next fiscal year budget