

Pine Forest Board MEETING MINUTES  
March 21, 2015

PRESENT: Kim Walters, Anne Fox, and Lyn Frisch, Kent Hitch

Meeting started 906 am

Minutes read and approved from last meeting.

**ACTION ITEMS:**

Brad-review bids for garbage facility and present at membership meeting, weed pulling activity and membership potluck for Memorial Weekend.

Kent-Reserve room at Sun Mountain for membership meeting in May. Review ideas for a one-time assessment to raise monies to build garage facility.

Anne-finalize new web site and get it on line ASAP

Kim-letter out to membership for board openings/elections.

Lyn-Improve election process for next year.

General-Improve and empower architecture committee, form Fire Wise committee,

**MANAGERS REPORT:**

Brad reviewed the following:

Garbage Can be difficult to manage in the winter due to animals getting into dumpsters and spreading garbage outside of dumpster, plowing/snow can make it difficult for garbage truck to access dumpster, membership miss-using dumpster for construction or electronics. (TV's). Membership not replacing carabineer on dumpsters leaving lids open. Topic of how to finance garbage/re-cycle facility for Pine Forest was brought up. Probably can't address forest health and a garbage facility this year due to budget constraints. Will have Brad present costs and bids for facility at May membership meeting for input from membership.

Signage-Our entrance sign is rotting and needs to be replaced. Board wants all signs consistent throughout Pine Forest. Board will ask architectural committee to address new signage through out Pine forest with a set dead line for completion. We need to come up with a list of signs we want.

Architectural Committee-Would like to empower and get more members for this committee. Have them take on signage, keeping track of building fees, update requirements to include Fire Wise recommendations regarding building materials, and notifying board of any enforcement of covendents that may be needed.

Roads-Andy is waiting for the roads to dry out more and for warmer weather before doing any spring roadwork. OCEC will be replacing power lines in the roads and the board moved to have additional work done at the same time to save money. We will be moving water lines in the summer road. This work will occur on N Black Jack and Sugar Pine road towards Rocky Top this summer. No dates have been set. Will not know the schedule until OCEC decides.

Water-Going well at this time. Suspect a leak at the White Bark/Sugar Pine area due to the amount of water that is being pumped. Can not read water meters until

snow melts so Brad will be following up on this as the snow goes. Brad has coordinated some electrical upgrades in the well houses, plus adding a specific plug in case we need to utilize generators again, plus a switch to activate these plugs. Brad has one more test to pass to complete the requirements for him to the water manager per the state-licensing department.

Fire Wise-Brad will fill out the necessary paperwork for Pine Forest to apply to become a Fire Wise community. This cannot happen until after our membership meeting. He is also going to coordinate a Weed Pulling Event Memorial Day Weekend and a community potluck afterwards. (A Fire Wise community requirement is that we have a yearly fuel reduction activity) Board moved that a Fire Wise Committee be formed for Pine Forest.

Hours-Brad gave a break down of where he spends his hours. 60% of his time goes to the water system and the other 40% goes to various tasks such as looking for water leaks, burning burn piles, coordinating road repairs with Andy, picking up garbage etc.

## FINANCIAL REPORT

Lots with homes, which represent 66% of properties currently, pay for 70% of monies to PFOA. Board moved that there would be no change to fee schedule at this time. Escrow adjustments of dues and fees when a property is sold will operate on a calendar year (i.e. dues and fees will not carry forward from the last invoice date). There are currently 2-3 properties under contract to be sold at this time.

Building Deposits-Pine forest has not been as vigilant as the board would like regarding re-funding and receiving building deposits. The board moved to improve this situation by asking the architectural committee to be more active and accountable with this process. Board moved to not approve sheds being built prior to the main residence being built on a lot, and that 2000.00 dollars would be the only initial building fee accepted.

There are \$240.00 unpaid garbage fees that the board moved to forgive given the 2015 policy of including garbage in dues.

Board is considering a one-time assessment of \$250 to the membership to fund the garbage/recycling building. This will depend on the membership's input at the May 23, 2015 meeting where the plans and estimates will be presented.

Nightly Rental Fine-Board moved to forgive nightly rental fine on a property in Pine Forest that was used as a nightly rental, which is against Pine Forests covenants and county regulations. Kim will contact the property owners to let them know of our decision.

The current balance in the PFOA checking account is \$57,245. The saving account for building deposits is \$8,873. 54,564.00 is a reserve/emergency fund held as a CD. Board moved to spend 50,000.00 on forest health this summer for thinning and reduction of fire fuels in Pine Forest. (Mailing to membership was sent out earlier this year)

## WEBSITE

So far we have spent 1200.00 on the design and development of our new web site. A long discussion followed on whether a blog should be included on the web

site. It was decided that there would be a “Managers Message” area, which will be under the “In the News tab.” Anne volunteered to be the editor at large with Kim as back up. Their job is to fact check everything posted on the managers message area. There is a Face book sight for members to post thoughts and information. Board moved to have board minutes posted on the web site, add \$100.00 per month to the budget for web site maintenance/up keeps, and to support elimiate the open Face Book sight, and just keep the Face book site open to Pine Forest members only.

#### ELECTIONS

Board would like to stay intact if the membership agrees; other wise Kent will be the only member to continue for one more year. Board believes we have a good working group, momentum and are committed to seeing current projects through such as the web site, Fire Wise, and fuel reduction in Pine Forest. Board members up for elections are Bruce, Kim and Anne.

#### MEMBERSHIP MEETING PLANNING

Kim will post the Pine Cone Review on new web site and explain to the membership how they can run for the board or join the architectural committee. We will have elections occur early on so results will be available after the Fire Wise presentation. Currently the agenda will start with Fire Wise presentation for 1-1.5 hours, followed by a 5-minute break, membership meeting per our covenants, and then the board will be available for any discussion follow-up with the membership.

Meeting adjourned at 1230

Minutes submitted by Lyn Frisch  
Secretary