

PINE FOREST OWNERS ASSOCIATION WINTER BOARD MEETING

December 11, 2014

Kim Walters called the meeting to order at 1405

Board Members Present: Kim Walters, Kent Hitch, Anne Fox and Lyn Frisch.

ACTION LIST

Kent purchase Quick Books-Kent

Update on new Webpage/design/implementation-Anne

Brad's to do list updated-Kim and Brad

Review Membership Meeting Agenda and timeline

Review and approve 2015 budget report

Minutes were approved as read.

BUDGET

Kent presented our current balances

\$89,600.73 in checking

\$84,000.00 expected year in checking (pay Brad's salary and garbage)

\$54,000.00 CD balance

\$10,000.00 savings/deposits

Some members have been slow to pay water bills. One member has not paid their water bill for 3 years. Kent filed a lien on their property costing \$73.00. (Lot 126 for failure to pay all membership fees and water) Board supported this action.

Jodi Smith is our accountant in Twisp. The board has been happy with her services and plan on keeping her. She does our invoices for billing and provides a double check on our treasurer. Board agreed to purchase QuickBooks to ease the sharing of data with Jody and our treasurer as well as reducing the number of invoices we send out to once a year starting in 2015. This will include billing for dues and water, to be mailed annually around the middle of May.

The board agreed to maintain a reserve of 54,000.00 in our account, and to consider onetime special assessments as needed for large unexpected expenses as per our covenants. Snowplowing, road maintain and forest health are our largest expenditures at this time.

Board's budget priorities at this time are Forest Health, Generators, and Garbage/Recycle building and replacing our entrance sign.

WEBPAGE UPDATE

Anne Fox has asked for and the board approved \$1200.00 to update and re-design the Pine Forest Home Owners webpage. She will contact Chris Jennings regarding this and to thank Chris for her years of service in assisting us with our current

webpage. Anne will also contact Rose and Brad for communication suggestions and ideas.

PROPERTY MANAGER POSITION

Question came up, "Do we have an hourly expectation for the property manager position." In other words, how many hours of work do we expect from this position. Would having Brad maintain a ledger of where his time goes be useful? Kim will discuss this idea with Brad.

PROPERTY MANAGER REPORT

See attached, Brad was unable to attend this meeting.

FOREST HEALTH

The board has agreed to implement our Forest Stewardship Plan. We are currently happy with our contractor Saul Labanauskas LLC. He has started thinning in Greenbelt #4, Kent has contacted property owners in that area as well and they have all agreed to have their properties thinned.

The board supports Pine Forest becoming a Fire Wise community. A number of benefits include decreased fire insurance rates, increasing the ability to even get fire insurance, reduce fire risk, educate the community on fire prevention, evaluate fire vulnerabilities in Pine Forest and developing a community evacuation plan.

The board hopes to meet the Fire Wise requirements by

- Thinning all of Pine Forest
- Working with contractor Saul Labanauskas LLC from Twisp
- Amend covenants regarding trees that can be cut and addressing safety of Pine Forest in general for enforcement of thinning each lot.
- Work Fire Wise standards with our covenants
- Pine Forest will pay for costs not covered by DNR grant monies
- Get approval from lot owners as to what trees each owner wants to save on their property.
- Ask lot owners to initiate DNR grant applications for each lot to be thinned.
- Estimate cost to Pine Forest to be \$65,000.00 for Forest Health

GENERATORS

Due to limited monies this has been put on hold. Not just purchasing generators, but also requires wiring and cement pads at each pump house.

LOT 149C UPDATE

Lots were consolidated in 1998, the aerial photos of the lots has not been updated so it appears, as it was not consolidated. Board accepted this information and will adjust dues/fees accordingly.

NIGHTLY RENTALS

The board moved to send out an informative letter to the membership regarding nightly rentals with our next mailing. Lyn will draft the letter for the next meeting.

ELECTIONS

Everyone except Kent is up for re-election this year. Board members would like to keep the current board as we seem to work well together, there is plenty to do and we have momentum. Starting with a whole new board would slow our progress. Lyn Frisch agreed to run for one more year, and we can stagger the remaining positions to avoid having to start with a whole new board.

MAILINGS

Costs about \$100.00 per mailing, email addresses will be published in directory, currently had 106 out of 135 emails.

ROUGH DRAFT OF MEMBERSHIP MEETING AGENDA

- Billing changing to one annual/on line invoice
- Recycle building update on design and costs
- Address unfinished out building-what are we doing about it
- Fire Wise community
- Estimate garbage fees
- Budget
- Election
- Agenda posted on web sight by 3/23/2015

Kim will write a summary of meeting for the Pine Cone Review and have it posted for membership.

Meeting adjourned at 1647

Respectfully Submitted

Lyn Frisch
Secretary