

## PINE FOREST BOARD MEETING

July 30, 2014

Board Members Present: Marishka Martin, Lyn Frisch, Kent Hitch, Kim Walters.

Meeting was called to order by Kim Walters at 0615 PM.

**PINE FOREST MANAGER AND WATER MANAGER JOB DISCRPTIONS**-After a lengthy discussion reviewing job descriptions, costs, needs/expectations the following were decided. Currently want to change how manager is paid so the manager is not writing his own checks. Some thoughts were-Do we need/want a list of what the manger does every month? Do we change manager job description to include the water manager's job as well? We want improved communication from manager to board. The board revised current job descriptions, and combined the Pine Forest Manager and Water Manager into one management position. Kim will discuss these changes with Andy Oosterhof, and ask Andy if he wants to continue on as our current manager with these changes. Kim will then review changes with our current water manager Larry Anderson, and if Andy does not want to continue as our manager will offer the job to Brad Sawtell.

**BUDGET**-Kent presented a draft for our current budget. It was decided that after the board decides on how much money should remain in our "reserves" we will put it into a CD in hopes of earning higher interest. The board will increase the amount of money in road and water maintenance and set aside 10,000.00 to build a new covered and fenced re-cycle/garbage area this year, garbage pick up will be increased to twice a week May through September, then go back to once a week. Forest Stewardship will be funded by 10.000.00 to clear Thompson Creek area, fire emergency fund amount is yet to be determined. Treasure position will write checks for manager position and check Pine Forest post office box as needed.

**RE-CYCLE/DUMPSTER**-Board would like to ask architectural committee to design this structure, will get bids to have it built, hopefully to be completed this year. Want it to be bear proof, fully enclosed and not have to keep it locked. Board hopes we will be able to drop yearly garbage fee, and include garbage in yearly Pine Forest membership dues.

**SIGNAGE**-Increase signs in Pine Forest, want all signs to match in Pine Forest. This will be delegated to Manager position. Want signs at garbage, Patterson Lake trail access in Pine Forest, etc.

**WATER SYSTEM**-We will probably need to do some upgrades this year. What is

done will depend on the feedback we get from Evergreen Rural Water, and PF manager. Kim has arranged a tour of the water system with an independent agency, Mike Pendergraft of Evergreen Rural Water of Washington. Tour will be on August 15th at 1:00pm. Dave Chantler will also attend this tour to provide historical data. Information from Evergreen's website- "Evergreen Rural Water of WA (ERWOW) provides training and technical assistance to water and wastewater systems throughout the state. The staff works directly with systems to solve operational, regulatory, administrative and financial challenges faced by water systems. We are a non-profit organization that is governed by a membership-elected board of directors. Our federal funding allows us to provide free-of-charge, on-site training and technical assistance to water and wastewater systems in Washington State. Our field staff are professionals in the fields of water and wastewater systems operation and maintenance, and source water protection. "

ENFORCING COVENANTS-Board discussed possible actions regarding the unfinished barn in Pine Forest. The owners did get permission from the architectural committee to build the structure without paying a 2000.00 permit fee to Pine Forest. The architectural committee has written letters to the owners with no response. Marishka will review CC&Rs for unfinished buildings and the board with coordinate efforts with architectural committee for options to facilitate the completion of the building or legal action if indicated and affordable.

FIRE WISE COMMUNITY-Board supports Pine Forest becoming a Fire Wise community this year, especially with this year's fire season being what it is. Both Lynn Lewicki and Jim Wurzer have volunteered to head this committee. The Okanogan Conservation District will evaluate your property and make recommendations on how to make it more fire safe, contact [kirstenc@okanogancd.org](mailto:kirstenc@okanogancd.org) or 509-422-0855 x 100 to make an appointment. Kirsten prefers to have a number of appointments in Pine Forest when she comes up. We hope all property owners will take advantage of this service.

NIGHTLY RENTALS-Lyn will write up a form letter that will be sent to home owners suspected of renting their homes out for nightly rentals informing them of

the county regulations. A process for dealing with nightly rentals in Pine Forest will be drafted up by Lyn and presented to the board for further input.

BOARD MEMBERSHIP-Kim will ask in his membership letter for home owners to submit a brief bio to the board and explain why they would like to be on the board, and to include any previous board experience if you are interested in joining the board terms are for two years.

MEMBERSHIP MEETING- Board will change way membership meetings have been held, to include sign in sheets, proxies, agenda to be posted prior to meetings, and a more formal setting. Current board agreed to increase the number of yearly board meetings to quarterly, and to ask the PF manager to attend and present a quarterly report. Also want to increase communication with membership, president will write a quarterly letter and post it on website. Hope to improve website, will coordinate with Chris Jennings on this. Face Book page is for members to use, information not endorsed by board.

Meeting was adjourned at 8:30pm, next board meeting scheduled for October 4, 2014 at 1 pm in Pine Forest