

Minutes of November 10, 2016 – Board Meeting

Pine Forest Property Owners Association (PFPOA)

Meeting minutes

7:00 P.M. Thursday, November 10, 2016

First National Bank Training Room

Board members present:

Cliff Seidel, President; Jill Rosales, Vice President; Drusilla Rogers, Secretary; Brenda Winkler, Treasurer; Silas Powell, Member

The subjects to be discussed or considered, or upon which any formal action may be taken are listed below. Items may or may not be taken in the same order as shown in the meeting notice.

1. Meeting called to order @ 7 pm by Seidel.

2. Winkler moves to approve the minutes of October 13, 2016 meeting. Silas seconds and motion passes.

3. **Alex Valdes, POA Legal Counsel:** Valdes spoke about his firm, how he was hired and how he intervened in the lawsuit. During this discussion, he detailed the lawsuit. Several members asked questions that he answered. He informed the membership that after the final judgement, the POA will no longer be part of any suits that many come up about the contract. One of the big questions from the membership was to protect the membership from further assessments when writing the new CC&Rs. Seidel asks about the new management company. As of November 1, the POA has a new management company, Goodwin. Drew Sanders is the POA representative from Goodwin.

4. **Architectural Control Committee Report:** Jill Rosales presented the ACC Reports. The ACC has one (1) home waiting on approval. It has been a slow month for as far as new building. Jill has three (3) documents (fee schedule, guidelines and procedures, and violations) waiting for approval from Valdes before they can be utilized. The ACC will continue as they have even before Goodwin. Members from 106 Lakewood ask the board to give them a variance on the size of the mobile home that has been there for five (5) years. Silas moves to allow the mobile home to be grandfathered. If the mobile home is ever replaced or moved, it must be brought up to the current CC&Rs. Rogers seconds and motions passes. Rosales asks Valdes to pen a letter showing the variance was granted.

5. **Treasurer Report:** Brenda Winkler presented the Treasurer's Reports. As of October 31, 2016 we have \$472,072.68 in our account. (A note was added to these minutes on January 13, 2017. The dollar amount of \$472,072.68 stated was the POA's total assets, rather than the amount in the bank account. The actual bank account total was \$269,181.25. This correction was approved by the board.)

We are currently working on drafting a budget. Winkler received a copy of the letter our CPA sent the IRS about the claim of unreported 2013 tax returns. This letter gave the IRS a copy of the letter he sent with the certified receipt. The 2015 taxes have been extended. Winkler did send a certified letter to the IRS for an extension. The letter was provided by the accountant. The letter was sent with a return receipt requested, but no return receipt was received.

Rogers moves to approval the payment of invoices / reimbursement to the following: Alex Valdes for legal fees, Cliff Seidel for security at meeting, Silas for sign locks, Winkler for postage plus copies and JK Bookkeeping for their final bill with the total not to exceed \$12,300. Silas seconds and the motion passes. Rosales moves to accept the treasurer's report as presented. Silas seconds and the motion passes.

6. Discussion and possible action on Insurance for the Board of Directors: Rogers stated she has only received one bid for insurance and it was over \$30,000. Normal board insurance should run about \$1,500. The amount was quoted high due to the court case. Goodwin is helping Rogers research in order to prove our history is positive. We are trying to get history for the last ten (10) years.

7. Discussion and possible action concerning the non-profit corporation at the Texas Secretary of State. Goodwin will take care of this paperwork and keep it updated.

8. Old Business:

Discuss and possible action on the Yearly Meeting: Clifton Seidel is waiting for Valdes to update Bylaws and CC&Rs to be ready for the annual meeting. The library has been booked and the board has voted a \$300.00 budget for refreshments.

9. New Business: Rogers talked to Mayor Ken Kesselus about the city's plans for Unit 6. He says there is a meeting on the 22nd at city hall where the city manager will give a report on options they have for Unit 6. A request was made to the city to give a report or presentation we could show at the annual meeting.

A guest suggested the POA invite Commissioners Clara Beckett and Mel Hammer give reports at the annual meeting. The board is considering installing the water lines that are missing from Pine Shadows. We will not install meters, but will make water accessible. The POA stands to gain more permit fees and membership fees if we make the properties buildable. Rogers talked with Aqua Water and they will be getting back to her in a few weeks with what it would cost to do the extension.

10. Silas moved to adjourn. Rogers seconds and motion passes @8:30 pm.

Written by Drusilla Rogers