

PINE MOUNTAIN PROPERTY OWNERS ASSOCIATION

Meeting Minutes for: August 8, 2023 Working Board Meeting

Opening: A meeting of the Pine Mountain Property Owners Association was called to order by Edie Stitt at 7:03 pm, on August 8, 2023.

Pine Mountain Property Owners Association Board Members for 2023-2024:

Edith Stitt, Tim Robinette, Kathi Yarnall, Rosemary Niewwold, Roy Brown, Lito Lizardo, Mike Smith

Attendance: Edith Stitt, Tim Robinette, Kathi Yarnall, Rosemary Niewwold, Roy Brown, Mike Smith, Lito Lizardo (via Phone Vite)

Minutes approval:

- Edie moved to approve the June 10th 2023 minutes with 2 changes, Tim seconded the motion, vote to approve is unanimous.
- Edie moved to approve the June 13th 2023 minutes, Mike seconded the motion, vote to approve is unanimous.

Anonymous Written Complaint:

- The POA Attorney was consulted and said the complaint wasn't legal or considered "a threat" because:
 1. there weren't any names of the people making the complaint or of those they claimed were threatened.
 2. Names must be used and "Friends of Pine Mountain" isn't a person, nor is PMPOA.
 3. The letter was mailed directly to the POA Attorney by the anonymous sender(s).
- During the "secret" meeting of PMPOA members at Fred and Vonis Waugh's living quarters, the Waughs violated their legal Agreement with the PMPOA wherein they agreed neither party involved was to speak of Fred's assault on a PMPOA resident. It was reported that at the "secret" meeting, Fred discussed the incident and showed photos of what he said were his resulting injuries.

Notices sent to Residents:

- Notices regarding violations of our Covenants and Restrictions were written for two property owners.
- If a property owner won't comply with the notice to remove their visual trash and debris on/around their house, the POA can hire someone and bill the homeowner for the expense incurred.

Collections:

- Edie reported there are 12 Lot owners and 10 home owners whose dues payments are in serious arrears and now need to go to collections through the POA attorney. The first letter from our attorney costs the POA approximately \$65.00. The Board has scheduled hearings for these delinquent members. If the member doesn't show up or refuses to make dues payments, their rights and privileges are suspended until paid in full.

New Employee:

- We need to hire an office employee that knows QuickBooks and is familiar with payroll accounts. The position will be for 10 hrs./week at the POA office. Rosemary can work with the bookkeeper this year. Lynn Bollhoefer was recommended to be hired because she has her own business and knows QuickBooks. She was also recommended for the mowing position that was discussed at the previous Board meeting. The Board discussed hiring Lynn for both positions.

Board Action:

Motion: Tim made a motion to hire Lynn Bollhoefer for the PMPOA office position and for the lawn mowing with light mower maintenance position. Both positions will be a total of 10 hours per week.

Second: Roy seconded the motion.

Vote: The vote to approve was unanimous.

What the POA will need for employees:

1. A job description for Lynn's position.
2. An employee handbook. The previous one was not legally correct and therefore not binding.

Audit:

- Rosemary stated that she's looking for someone who can do HOA audits.
- Edie reported that Money Matters located in Morganton, doesn't currently have the time to do our Audit. An audit could cost \$10,000.00 or more.
- There was a question about our annual income. Edie stated that our annual income is under \$300,000.00, possibly closer \$280,000.00.

Format for Budget Report: Edie has prepared and presented two different formats for the July Budget Report. After discussion the Board agreed to have both formats available for monthly Board meetings.

Fiber Optics: Edie has been looking into the possibility of having Fiber Optics throughout our community. She was told that we would need at least 50 people to use it for phones. She is looking into the possibility that we might have it at our front entrance.

Redbird Update: Redbird has requested an updated financial audit regarding our sewer and water expenses, including our water employee and ORC safety inspector employee costs. Redbird estimates a 6-month timeframe for finalizing their schedule with us.

Water Report: Kathi read Ron Epperson's water report that he prepared for this Board meeting.

"There is increased sampling for lead and copper this month as well as some cancer-causing agents. This is state mandated at previously selected sites. Please allow access if your home is one of the sites."

I asked Ron if this was a "one time" test. He told me there will be multiple tests.

Nissan Truck Commercial: The POA received \$6,000.00 for a commercial shoot on POA property. The commercial will be out around the first of the year. We could be put into a location guild (we will have the right of refusal) for other possible commercial shoots.

HVAC systems at the office/shop building and Maintenance building:

- The best price found for a new HVAC unit for the office/shop is \$5275.00, plus installation and Freon. Lito volunteered to do more research.
- The old office/maintenance building has serious mold problems because the HVAC system wasn't installed properly and has created black mold in the ceiling. The mold would have to be professionally remedied and the broken HVAC unit has to be replaced, as well as other costly restorations to the building. The cost of these repairs would probably need a special assessment the property owners.

Maintenance Report: The service pick-up truck needs break repairs.

Environmental Control Committee: Two property owners have discussed building new homes with Edie and myself (Kathi), one on Tommy's Trail and another on Pine Ridge Drive.

Adjournment: Time of Adjournment- 9:26pm. We were unable to finish our agenda. Suggested meeting 8/15/23.

Respectfully Submitted by: Kathi Yarnall