

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, February 9, 2019
Starlight Pines Community Center

1. Call to Order /Determine a Quorum

President Mike Bradley called the meeting to order at 9:15 a.m. Board Members present were: President Mike Bradley, Vice-President Bill Patterson, Secretary Connie Kiser, Treasurer Sue Davis, and Directors-at-large: Bill Cross, and Kim Traver. Bill Stephens and Rosemary Brown-Jaeger were excused from the meeting. The President announced that there was a quorum present to conduct business. Others present were the Community Manager and Association Members as recorded on the sign-in sheet.

2. Pledge of Allegiance - Mike Bradley led all in the Pledge of Allegiance.

3. Minutes from Previous Meetings

November 10, 2018 Regular Board of Directors Meeting – Connie Kiser Secretary
Motion: Connie Kiser moved and Sue Davis seconded a Motion to approve the November 10, 2018 Board of Directors Regular Meeting Minutes as presented.
No Members asked questions or expressed comments.
The Motion passed unanimously.

November 10, 2018 Executive Board of Directors Meeting – Connie Kiser Secretary
Motion: Bill Cross moved and Kim Traver seconded a Motion to approve the November 10, 2018 Executive Board of Directors Meeting Minutes as presented.
No Members asked questions or expressed comments.
The Motion passed unanimously.

4. Treasurer’s Report

4.1 Documents distributed to the Board

- Account Balances on January 31, 2019
- Income-Expense Statement for All Funds compared to the 2018-2019 Budget as of October 31, 2018
- Transaction Report for November 2018 – January 31, 2019, by electronic transmission
- Starlighters Auxiliary Transaction Report November 2018 – January 31, 2019 by electronic transmission
- 2019-2020 Budget Timeline
- Draft 2019-2020 Budget
- All SPHOA funds are held in four (4) FDIC-insured bank accounts, reconciled as of the last day of the month and filed in the Office for review. Three (3) of the four (4) bank accounts earn interest at diminished rates due to the economy.

4.2. Year-to-Date Income/Expense Statements as of January 31, 2019

	<u>All Operational Funds</u>
Income:	\$196,958.60
Expenses:	<u>(\$146,862.94)</u>
Income Less Expenses	\$50,095.66

- Treasurer transferred \$25,000.00 from the Compactor Renovation Fund into operating account.

- 39 lots have sold year to date. 31 were to new members. 8 were to current members. New member initial contributions and ownership transfer fees are well above expectations.
- Assessment line item is at 100% due to Late Charges. 20 Owners are delinquent.
- We received \$14,075 in CC&R Violation Fine payments.
- \$5,790 spent on abating noncompliant Firewise and Bark Beetle lots. Owners have been billed.
- Refuse and Trash Area Maintenance expenses are in line with Budget.
- \$34,431.63 spent YTD on the Trash Compactor Renovation. Expense Line 7041 added to Operating Budget. We've spent 25% of the \$140,000 projected Trash Area Renovation cost.
- \$600 in Snow Removal expense.
- Telephone expense is running over Budget.
- Payments to Replacement Reserves will be suspended until Trash Area Renovation is completed.

4.3. Account Balances on January 31, 2019

Cash on hand or in the bank: \$270,331.27

Current Liabilities: (\$44,959.20 includes \$29,170.92 in Projected Budget Payables)

Replacement Reserves: (\$158,216.54 includes \$69,000 Trash Compactor Renovation Fund)

Equity/Undesignated Funds \$67,155.53 to be transferred as needed to Trash Compactor Renovation

The SPHOA is in a sound financial condition but must continue to find sources of income to support required HOA expenses while building financial and replacement reserves for the future.

4.4 2018-2019 Assessments as of January 31, 2019

Unpaid Assessments, Late Charges, and interest total \$11,694.92.

598 members (98%) have paid all or one-half of 2018-2019 Assessment. 14 members have not paid this year's Assessment and 9 of those owe for prior years: 1 for 11 years, 2 for 7 years, 3 for 5 years, 1 Member for 3 years, and 2 Members for 2 years. Total owed \$9,718.86. Interest accrues at 1% a month.

Most delinquent Assessment lots are vacant. Liens are placed and re-placed every three years.

4.5. CC&R Violation Fines outstanding as of January 31, 2019

45 Members owe a total of \$43,242.04 in CC&R Violation Fines.

• Ground Fires

\$1,100.00 – 3 Members owe fines for Ground Fires. One member is making monthly payments.

• Firewise

\$33,187.04 – 23 Members owe Firewise fines: 3 from 2014 (1 lot abated on 11/18/2018), 18 from 2017 (9 still Firewise noncompliant), and 2 from 2018 still noncompliant.

• Bark Beetle Infestations

\$8,955.00 - 19 Members owe Bark Beetle Violation Fines. All Members are now BB compliant. 4 lots were abated. Cost of abatement billed to lot owner.

4.6. 2019-2020 Budget

CC&R 6.3.1 (5th Amendment, 7-28-1988) requires that no later than 60 days before the first day of the new fiscal year on June 1, the SPHOA shall make available for review by each Owner and Member at the Association's office during reasonable times a pro forma operating statement or budget for the upcoming fiscal year which shall, among other things, estimate the total common expenses to be incurred for such fiscal year. The Association shall, at that time, determine the amount of the Regular Assessment to be paid by each Member and notify the Member thereof. Each Member shall thereafter pay to the Association his Regular Assessment in semi-annual installments. Each such installment shall be due and payable on the date set forth in the written notice sent to Members, which shall be on the first day of each semi-annual date unless changed by the Association.

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The Board will approve the 2019-2020 Budget and Regular Annual Assessment in support of the Budget at the March 9, 2019, Board meeting so the Budget and Regular Annual Assessment can be posted in the SPHOA Office no later than 60 days prior to June 1, 2019, and published in the Newsletter.

Motion: Sue Davis moved and Bill Patterson seconded a Motion to accept the Fiscal Year 2018-2019 Treasurer's Report as of January 31, 2019, as presented.

No Members asked questions or expressed comments.

The Motion passed unanimously.

5. Community Manager's Report – Patricia [Trisha] Birtwistle

Trisha Birtwistle indicated she has been working on Bark Beetle inspection issues and updating the Firewise spreadsheets. She has also helped the Architectural Committee with permits, getting packets out to Members, and follow-up calls to the County on various code violation issues. She assisted Deputy Sheriff Cody Watson in determining the approximate location of the easement between Starlight Pines and Pine Canyon. Deputy Watson was investigating a complaint about small camp fires along the border between the two subdivisions. Trisha thanked Lou Hoover for his help by bringing in historical maps from the 90's to identify the easement. Sue Davis pointed out that Pine Canyon owns the easement and it is not Firewise maintained. Bill Patterson added that when the property exchange was being done between the State and the developer, Ron Henrichsen was able to get the easement designated as a greenbelt, but the maintenance of the easement is the responsibility of the individual Pine Canyon property owners along the easement.

Mike Bradley asked Trisha if the website issue had been straightened out. Trisha said she has reached out to Members in the Community that are good computer people to see if they are interested in working with the website. Right now she is trying to get by until July when the website hosting contract is up. Mike Bradley asked her to put together a list of questions on the website needs to be addressed by the Board. He also recommended keeping the website simple, because it is used more as a depository for our SPHOA documents than anything else. Trisha is looking for a new host for the website and will get bids.

6. Committee Reports

6.1 Architectural Committee (AC) – Kim Traver, Chair; Ray Weimer, Brian Birtwistle and Dave Lutz

Ray Weimer reported that last month it was quiet, and the Committee:

- \$ Issued 1 new cabin permit
- \$ Issued 3 RV permits
- \$ Issued 1 new garage permit
- \$ Followed up with the County on an issue with a second story deck without a railing

6.2 Greenbelt Committee – Bill Stephens – Board Liaison; Don Cacioppo, Chair; Kevin & Margaret Hickey, Jay Blodgett, Dave Lutz, Buddy & Sue Peck, Kathy & Pete Fenton, Dave Ihns, and Dan & Margaret Knox.

A written report was submitted by Don Cacioppo indicating that Committee Members removed a dead tree from the Greenbelt along Highway 87 – it did not have Bark Beetles. They are continuing to inspect and remove any Bark Beetle infested trees in the Greenbelt.

6.3 Firewise Education Committee (FEC) – Bill Patterson – Board Liaison; Open Chair; Brian Birtwistle, Linda Knaeble, Larry Butler, Bob Dahlgren, Dave & Pam Ihns, Paula & Tom Osterday, Dave Lutz, Dan & Margaret Knox, and Conrad Davis.

Motion: Bill Patterson moved and Sue Davis seconded a motion to appoint Brian Birtwistle and Linda Knaeble to serve with full authority on the Firewise Education Committee.

No Members asked questions or expressed comments.

The Motion passed unanimously

Mike Bradley commented that the Bark Beetle infestation was unexpected and thanked the Community and Lot Owners for their support in removing infested trees in a timely manner. The Firewise Committee put in a tremendous amount of extra time on the Bark Beetle issues and did a great job in getting everything accomplished. He reminded everyone that the Bark Beetle infestation is not over, and newly infested trees have already been identified. It looks like we will have to be cutting down infested trees for the next couple of years. He also indicated that the Blue Ridge Fire Department [BRFD] is using Forest Service grant money to help with thinning and cleanup for 30 Lot Owners to be selected on a first come basis. An e-mail notification was sent to the Community about the program encouraging Lot Owners to sign up for the 30 slots. Bill Patterson indicated that Fire Chief Paine only allocated that money to Starlight Pines due to our recent Community Wildfire Hazard Assessment for Starlight Pines Report that identified the need for additional tree thinning in the subdivision. All 30 slots are now filled, but Bill Patterson reminded the Members that getting on the list does not guarantee that the work will be done, because it is subject to evaluation of each Lot's cleanup needs.

Conrad Davis gave a report and indicated he has spoken to Sue Peck, and she might be willing to come back to work with the Committee. The 2017 inspection has a compliance rate of 98%, which is amazing because it involved all 612 Lots and a majority of those lots are vacant. The regular Firewise inspection of Lots 1-200 conducted in June, 2018 is 97% compliant. He also indicated that Sue Peck shared with him that a truck parked 15 feet away the house was also destroyed in the recent structure fire in the neighborhood. He said that is an example of how hot a house fire gets, and getting that 30' area around structures cleared is vital. This year during inspections FEC will be vigorously addressing the cleanup of that 30' area around structures. Conrad indicated that a letter needs to be sent to the Members explaining the importance of clearing that 30' area in order to avoid a structure fire from becoming a crown fire. When the fire becomes a crown fire in the trees it further jeopardizes the neighboring houses and the entire forest. Bill Patterson indicated that he and Conrad will work up a letter to submit to the Board for approval next month. That letter could also be put into the Newsletter or a special mailing can be considered.

6.4 Community Center (CC) and Grounds Maintenance – Naila Erwin

Naila Erwin reported:

§ The Community Center use was light during December & January.

§ The annual professional carpet cleaning has been done and the carpet should last another year. The monthly pest service will be scheduled again when the weather warms up.

§ She and Trisha have been working on getting much needed maintenance done on the Starlight Pines signs along the west side of Highway 87 at the Starlight Drive entrances. Don Cacioppo has worked up a preliminary cost estimate of \$150 each. The sign on the east side of Highway 87 has deteriorated, and the rock work is crumbling, to the point where it may have to be demolished and replaced with a new sign similar to the ones on the west side of Highway 87.

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There has also been discussion on putting up a new sign at the Saddle Blanket entrance off Highway 87. The estimate for the sign maintenance and two new signs is about \$2,500. Don Cacioppo also thinks that the bulletin boards by the trash compactor site can be blasted, primed and painted, and should then only need new pegboard and plexiglas. Don is working up an estimate for that work.

§She and Trisha are working on getting our paperwork and billing process organized for use when other Community HOAs are renting our Community Center.

6.5 Property Rules Committee (PRC) – Rosemary Brown-Jaeger, Chair; Bill Cross and Bill Stephens. Nothing to report

6.6 Newsletter – Bonnie Steele

March 15th is the deadline for reports, articles and advertisements to be submitted for the Newsletter.

6.7 Starlighters – Bonnie Steele

Bonnie Steele noted that the Board has been provided with a copy of the finalized Starlighters' Calendar of Events for 2019 that needs Board approval.

§The first community breakfast will be on February 23rd.

§The annual Boutique will be on May 25th and merchants and crafters need to reserve their places early. They have added a fall dinner for October 12th that is still in the planning stages.

§ Linda McDermott is designing the Happy Jack merchandise for the new year.

§ The current account balance is \$3,085.72

§ Laurie Stephens has volunteered to serve as Secretary this year.

Sue Davis said she and Naila are going to work on language recommending contributions and/or donations for the Starlighters' events and merchandise. Mike Bradley noted that the Happy Jack merchandise designs were fabulous last year.

Motion: Bill Patterson moved and Sue Davis seconded a Motion to approve the 2019 Starlighters' Calendar of Events as submitted.

No Members asked questions or expressed comments.

The Motion passed unanimously.

7. Community Comment:

Caroline Weimer - Lot 148. Caroline commented that the full time residents are so pleased with the County snow plowing this year. She and Ray followed the snow plow driver to tell him personally how much they appreciated the great job he was doing. She recommended that people call the Coconino County Highway Department to compliment them for a job well done.

Judy Varns - Lots 241/242 - Judy indicated that she has experienced a large Bark Beetle infestation and lost 65 trees. There was a large tree that had Bark Beetle infestation in the highway/forest service easement on the other side of the fence along Highway 87 behind her Lot. She started in March of last year cleaning her lot and laddering up, but she has since found out through calls to NAU, Forest Services in Wyoming, Montana and Colorado, etc. that actually cutting down trees and laddering up creates sap that actually attracts Bark Beetles. She reiterated that she strongly believes in what the FEC is doing, but now that there are confirmed Bark Beetles that will be around for 3 years, she strongly advises not thinning or laddering until the weather is cold.

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Conrad Davis indicated that 80 – 90% of Bark Beetle infested trees were identified on lots along each side of Highway 87. He has walked that highway easement and counted about 130 trees with Bark Beetle infestation. He said that ADOT cut down a few trees, which helped, but there are a lot more infested trees along the highway that pose a continuing threat. He also mentioned that when you cut down a tree the turpins do attract Bark Beetles, but from what he has read, what you gain by thinning is equal to what you lose with possibly attracting Bark Beetles, and you should go ahead and thin. Thinning makes the trees stronger and healthier so they can fight off the Bark Beetles. He agreed that we may need to educate people on getting trees thinned now while it is still cold. The FEC needs to find a recommended process for removing trees that would minimize the potential for attracting Bark Beetles.

Trisha introduced the following new Members attending today's meeting:

Lot 390 - Amy Snodgrass

Lot 409 - David Janecke, who said he is not new to the Community but is new to attending the Board meetings.

Lou Hoover said he is not going to renew his Perimeter Fence Repair Contract and the Board will need to find someone else to do that work. Brian Birtwistle said he would be interested in taking over that contract. Lou also indicated that he has some suggestions on revisions in the contract.

Mike Bradley announced that on February 16th the BRFD Board of Directors is going to have a public hearing on a boundary change that is being considered in order to include Clear Creek Pines 3 & 7 into the BRFD. Caroline Weimer encouraged everyone to attend because there are serious questions being raised on how including CC Pines 3 & 7 is going to tax the resources of the BRFD. Bill Patterson asked whether there were already the proper number of signatures to present the proposal to the Board, and whether the BRFD Board votes to accept 3 & 7 into the BRFD based on the petitions, or does it require a vote of all members of the Fire District? Judy Varns said she is new to the BRFD Board and there are still issues with availability of water, hydrants, etc. that have to be researched -- this is a complicated issue and public meetings are being scheduled.

Mike Bradley indicated that the BRFD Notice regarding the public meeting will be e-mailed to the Starlight Community.

8. Old Business:

8.1 Trash compactor renovation update:

Naila Erwin reported that the site preparations are father ahead of schedule than expected. Pictures of the site were provided to the Members as part of a written report on the renovation progress. ANCO Sanitation Systems is working on refurbishing the bin and compactor. Mike Bradley also added that they are working on putting the security back in and possibly using additional cameras to keep a closer eye on what is happening at the site area. This project will serve the Community for years to come.

9. New Business

9.1 2019 Election

Sue Davis asked the Board to review the Draft Election Timeline contained in the Board's packet, along with several draft document forms to be used during the election process that were previously e-mailed to all Board Members. The Election Timeline is the calendar showing SPHOA Board of Directors Regular Meeting Minutes 2/9/2019

the number of days and deadline dates leading up to the 2019 Board election required in the Bylaws. She noted that the draft document forms are the same ones approved by the Board in 2009, but reformatted with the correct 2019 deadline dates so that they comply with the time requirements set forth in our Bylaws. Sue asked for Board approval of the Election Timeline and the following date reformatted document forms that will be used during the 2019 election process: Ballot Verification & Counting Process; Election Notice; Ballot Format; Nominating Petition; Candidate Information Sheet Template; and Authorized Voter Form.

Motion: Sue Davis moved and Connie Kiser seconded a Motion to approve the Annual Election Timeline and the following date reformatted election document forms to be used in the SPHOA 2019 Election process: Ballot Verification & Counting Process; Election Notice; Ballot Format; Nominating Petition; Template for Candidate Information ; and Authorized Voter Form.

No Members asked questions or expressed comments

The Motion passed unanimously

Mike Bradley indicated he reached out to Naila Erwin about serving as Chair for the 2019 Board Election Nominating Committee and she agreed. Naila indicated that her chosen Committee Members are Bonnie Steele and Caroline Weimer.

Motion: Mike Bradley moved and Kim Traver seconded a Motion nominating Naila Erwin, Bonnie Steele and Caroline Weimer to serve on the Nominating Committee for the 2019 SPHOA Board election.

No Members asked questions or expressed comments

The Motion passed unanimously

Mike Bradley indicated that he previously discussed the nomination process with Naila, and they agreed that it would be beneficial to put in writing what qualities the Nomination Committee is looking for in Board candidates and the process for selection of those candidates. Naila was asked to summarize the written report she prepared. She indicated that the language in the Bylaws, Article IV, Section 3, is very vague as to the qualifications the Committee is to look for when selecting candidates to run for the Board. Historically, the Committee has first asked current Board Members if they wished to run for another term, and then they contacted Members who were interested in serving on the Board. They meet with Members interested in running for a seat on the Board. The Nominating Committee then presents to the Board a slate of candidates they have identified as having the best interests of the Community at heart and who will protect the Community assets and plan for the best future of the Community.

Naila also noted that any property owner who is not on the slate of nominees selected by the Nominating Committee, and who wishes to be placed on the Election Ballot, can do so by picking up a Nominating Petition form from the Office and obtaining 10% [62] valid signatures from the 612 Members, as provided for in Article IV, Section 3 of the Bylaws. That property owner's Petition would then need to be turned in to the Secretary no later than 60 days prior to the regular election for verification of signatures. If the signatures are verified, then that person's name would go on the Ballot along with the 8 candidates previously selected by the Nominating Committee.

Mike Bradley pointed out that pursuant to the Bylaws, every seat on the 8 member Board is up for re-election every year, but there appears to be no limitation on how many terms you can serve. Mike wanted to know from the Board where we got the number 8 as the number of

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Board seats, because the Bylaws call for 3-6 Board Members. Sue Davis said it is from the CC&Rs which state that as a certain number of new residences are built on lots, new Board seats can be added. She will have to research the exact language on that. Bill Patterson indicated that when the Declarant gave ownership to the Association to establish its own governing Board, they started with a 5-man Board. Then after 100 new residences were built within the Community, another Board seat was added, and it kept increasing from that point to the 8 seats we have now. There is still another Board seat to be added when we get another 100 new residential structures. At that point it will reach the maximum number of 9 Board seats. Sue Davis pointed out that in 2009 the SPHOA attorney, Lynn Krupnik, reviewed all of the governing documents and came up with several issues with conflicting wording within the various governing documents. The Articles of Incorporation trump the Bylaws, and the CC&Rs trump the Articles and Bylaws. Mike Bradley indicated that he asked about this process to weigh in on what to do if we have 8 open Board seats, but the Nominating Committee can only come up with 6 or 7 qualified candidates. Then there would be a vacant Board seats at election time, and how do those vacancies get filled? The information he has gotten is that the Board cannot appoint people to fill a vacant Board position after the election if it is vacant because the Nominating Committee did not come up with a candidate to run, resulting in less than 8 candidates being on the Ballot. It would then end up being a situation where an existing Board member would have to agree to run again so that a full Board can be seated in 2019. The Board can deal with that issue if and when it becomes a problem.

9.2 Budget Timeline

Sue Davis indicated that the Board has in its packet a 2019-2020 SPHOA Budget and Assessment Timeline with the correct 2019 timeline for passing the Budget as required by the Bylaws. If the Budget can be passed by the Board at the March meeting, then there won't be the need to have any extra Board meetings. Sue indicated today she is submitting version one of next year's draft Budget for Board discussion and review. This version has been prepared based on where we are in the current income and expense statement for the first 8 months compared to the 2018-2019 annual Budget. She pointed out that in the 2019-2020 Budget draft being reviewed today, the first column is the 2018 YTD cash flow figures for 8 months, the second column is the current 2018-2019 Budget, and the third column is a draft 2019-2020 Budget which is based on there being no increase in the Annual Assessment from its current \$190.00. The \$158,290 income estimated for next year is based on flexible categories, such as New Member and Transfer Document income from the sale of lots, collecting architectural and plan review fees, etc. Sue Davis said she has estimated the expenses for next year based on the 8-month expense history for the current year. If the Board can pass a final Budget and set the 2019-2020 Annual Assessment amount at the March meeting, then she can get everything posted in April for the Members.

Mike Bradley pointed out that the Telephone and Internet Budget line items can now be combined. He also pointed out that when considering the Annual Assessment amount for next year, the Board needs to address the need to start a process for replenishing the reserve funds used to finance the trash site renovation. He said his personal opinion is that the amount of the assessment needs to go up next year in order to accomplish a schedule for proper reserve fund replacement. Sue Davis asked how quickly the Board wants to replenish the \$140,000 borrowed from the equity and reserve accounts to pay for the renovation project. It was the consensus of the Board that it should be a 5-year repayment period. Mike Bradley pointed out that the income from Annual Assessments are a given, but we can't depend on how much additional income from other fees will be collected next year. Sue Davis mentioned that Annual

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Assessments first need to take care of the yearly budgeted expenses. The fluctuating additional income for a full year could be about \$19,000, based on the prior history of lot sales, but that could change depending on the real estate market. Bill Patterson asked if Sue could calculate a yearly average for that additional income by using a 3-year history.

Mike Bradley pointed out that the Annual Assessment is now \$190, and a \$20 increase in the assessment would amount to additional funds of \$61,200 over a 5-year period. He suggested that the extra \$12,240 in increased assessment income, per year, should be used to start replenishing the reserve fund accounts. He recommended that the fluctuating additional, non-assessment, income be used to rebuild the reserve funds to where they were before the trash site renovation. Sue Davis said she believes that we need to also work at replenishing the \$60,000 in undesignated reserves to cover 6 months of expenses in case of an SPHOA financial emergency. Bill Cross noted that we had both an equity account [undesignated funds] that was used for the renovation project and also a cash reserve account. Mike Bradley stated that the replacement reserves should be associated with only our specifically designated physical properties, and we shouldn't have a cash reserve account mixed in with that. In other words, the designated replacement reserves are based on our asset replacement studies, and then there should be a separate reserve account for the \$60,000 to cover 6 months of expenses should there be an emergency. Sue Davis suggested that if we have excess income from fees during the year, over and above the Annual Assessments, we could sweep any leftover funds into the reserve replacement accounts to reduce that 5-year payback period. In the meantime we will also be continuing to add to the reserve accounts as a regular yearly budgeted item. Mike Bradley also mentioned that when the 5-year payback period is up, the Board at that time can reassess the HOA financial situation and decide whether it wants to reduce the Annual Assessment or use the funds for other projects.

Bill Patterson asked about having a spreadsheet available to track and help visualize for the Board, and future Boards, the monies that will be needed for the intended 5-year replacement of the estimated \$140,000 in reserve funds being used to pay for the trash renovation project.

Mike Bradley said he is officially asking that in March the Board set the Annual Assessment at \$210, with the increased assessment income to be used to help pay back the reserve funds borrowed for the trash compactor renovation project.

Motion: Sue Davis moved and Kim Traver seconded a Motion to accept the 2019-2020 Budget and Assessment Timeline.

No Member questions or comments

The Motion passed unanimously

Sue Davis said she will e-mail the various Committees and Board requesting budget requests so that a final 2019-2020 Budget can be presented to the Board for review and consideration in March. At that time the Board will also be able to set the Annual Assessment fee so the Budget and Annual Assessment can be posted for the Members.

10. Adjournment: There being no further business to come before the Board, the President asked that the meeting be adjourned into Executive Session.

Motion: Sue Davis moved and Kim Traver seconded a Motion to adjourn the meeting and reconvene into Executive Session to discuss violation fine appeals, legal opinions, and personal and financial information about individual Association Members.

No Members asked questions or expressed comments.

The Motion passed unanimously.

Submitted by:

Board Approved On: _____

Connie Kiser, Secretary

Approved:

Bill Patterson, Vice President