

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, September 14, 2019
Starlight Pines Community Center

1. Call to Order /Determine a Quorum

President Dave Janecke called the meeting to order at 9:05 a.m. Board Members present were: President Dave Janecke, Vice-President Bill Patterson, Secretary Connie Kiser, Treasurer Sue Davis, and Directors-at-large: Bill Cross, Kim Traver, Bill Stephens and Rosemary Brown-Jaeger. The President announced that there was a quorum present to conduct business. Others present were Community Manager Patricia (Trisha) Birtwistle, and Association Members as recorded on the sign-in sheet.

2. Pledge of Allegiance

The President led all in the Pledge of Allegiance.

3. Minutes from Previous Meetings

August 10, 2019 Regular Board of Directors Meeting – Connie Kiser Secretary

Motion: Bill Stephens moved and Rosemary Brown-Jaeger seconded a Motion to approve the August 10, 2019 Board of Directors Regular Meeting Minutes as presented.

No Members asked questions or expressed comments.

The Motion passed unanimously.

August 10, 2019 Executive Board of Directors Meeting – Connie Kiser Secretary

Motion: Bill Cross moved and Kim Traver seconded a Motion to approve the August 10, 2019 Executive Board of Directors Meeting 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 August 31, 2019
- Income-Expense Statement for All Funds compared to the 2019-2020 Budget as of August 31, 2019
- Income-Expense Statement for HOA Funds Only compared to the 2019-2020 Budget as of August 31, 2019
- Transaction Report for August 31, 2019, sent by electronic transmission for Board only
- Starlighters Auxiliary YTD Transaction Report August 30, 2019, by electronic transmission for Board and Starlighter Leaders
- 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 August 31, 2019

| | All Operational Funds | HOA Funds Only | Starlighters Funds |
|-----------------------|-----------------------|----------------|--------------------|
| Income: | \$221,567.05 | \$211,801.75 | \$9,765.30 |
| Expenses: | (\$130,725.78) | (\$120,960.48) | (\$7,041.63) |
| Income Less Expenses: | \$90,841.27 | \$90,841.27 | \$2,723.67 |

4.6 Banking Issues

The Treasurer began the process of establishing new signatories at Bank of the West and BBVA Bank and opening a Liquid CD account at AmTrust Bank, a division of New City Community Bank, for the amount designated by the Board at the August 10, 2019 Board meeting.

4.7 Property, Liability, and D&O Insurance Renewed on August 21, 2019.

Discussion: Sue Davis indicated that during the month she completed the signature cards for Bank of the West, BBVA Bank, and AmTrust Bank, and it turned out to be quite a process. Bill Stephens, who was supposed to be one of the signers, was on deployment with The Red Cross to Florida and unavailable to sign the signature cards, so his name was removed and not included as a signer. Bill Patterson recommended that we have a full-time resident serving on the Board as a signer on the bank accounts in case two signatures are ever required on a check that exceeds \$1,999.99. Sue agreed, but adding another name would require starting over and getting all new signature cards for the various accounts. She explained that banks now require all signatures to be on the same card -- it isn't a matter of just adding an additional name to the current signers on file with the Bank. She also explained that not having Bill Stephens' signature shouldn't be a problem because the large expenses have already been paid, and there are no anticipated expenses that would exceed the \$1,999.99 threshold. She also mentioned that she is up here every week-end and Dave Janecke is also here most of the time, so either one of them would probably be available to sign a check if necessary.

Bill Patterson asked if the figure of \$134,504.47 under paragraph 4.2 above, identified as the accrued expenses paid for the Trash Area Renovation project, includes the cost for renting and haul-away of the temporary trash bins while the trash site renovation was in progress. Sue explained that the expenses for using the temporary bins was not included in that figure. Those temporary expenses were paid under regular budgeted operational expenses for Refuse Collection, and they actually came to less than what the usual monthly Waste Management haul-away expenses were before the compactor was shut down for the renovation.

Bill Cross pointed out that on the SPHOA Account Balances/Balance Sheet, under Liabilities & Replacement Reserves, the amount listed for Starlighters Auxiliary Fund should probably be \$5,401.98 instead of \$54,001.98. Sue Davis confirmed there was a typo putting an extra "0" in that figure and she will make the appropriate correction. She will also adjust the totals for "Current Liabilities", "Total Liabilities and Replacement Reserves", and "Equity/Undesignated Funds", because those figures will all change when the correction to the liability figure listed under the Starlighters Auxiliary Fund is made. [A copy of the corrected Treasurer's Report is provided in these Minutes]

Motion: Bill Patterson moved and Kim Traver seconded a Motion to accept the Treasurer's Report as of August 31, 2019 as presented, subject to the appropriate corrections as identified above.

No Members asked additional questions or expressed comments.

The Motion passed unanimously.

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

SPHOA Board of Directors Regular Meeting Minutes 9/14/2019

Don Cacioppo reported that they are continuing to look for Bark Beetle signs and fortunately none have been found. Approximately 40 reflectors have now been replaced along the west side of the eastern Greenbelt. They are in the process of completing the reflector replacement project. The reflectors identify where the Greenbelt starts and stops so users can see the boundaries. The next major task will be to finish thinning the numerous oak groves in the east 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.

Conrad Davis reported that as of Wednesday, September 11th, 179, or 90% of Lots 201 – 400 are now compliant. The compliance deadline is this Sunday and they expect more lots to become compliant by then because there are currently 5 more requests for reinspections pending. When there were still 50 lots that remained non-compliant from the 2019 inspections, Trisha inquired about possibly calling the remaining noncompliant Lot Owners. Those courtesy calls were made with good results. A thank you was expressed to all of the Lot Owners who did a significant amount of work to bring their lots into compliance. Also deserving a huge thank you are all of the Firewise Committee Members who have devoted many hours to completing all of these re-inspections.

Conrad indicated that it is the duty of the Firewise Education Committee to inform our community about the best practices for keeping us safe from fire as well as Bark Beetles. By this time last year we had lost at least 125 trees to Bark Beetles. This year we have lost 40. This major reduction is due to a wet winter and the willingness of lot owners to remove trees quickly once they become infested. Some homeowners are even watering trees to help them through the distressed periods. Conrad mentioned that last month he presented to the Board a revised article that he suggested be mailed to the owners of Lot 401-612 in anticipation of next year's inspections. The article contained very specific guidelines for lot thinning. The Committee Members provided feedback on the article, and some voiced concern that the requirements were too stringent. The Committee came to the conclusion that it should stick to the criteria for thinning presented in the 2017 and 2018 Lot Inspection Forms. Conrad also mentioned he has learned that for trees that are small, ladder them not to 1/2 the height, but to 1/3 the height, because that actually healthier for the tree. Conrad explained that the Firewise Committee also decided to skip any surface mailing and stick with an article put in the Newsletter and an e-mail blast. It was felt that both of these communication techniques inform the Members that the best time to thin and ladder is in the fall and early winter, and that the thinning requirements for Lots 401-612 should be identical to those of the 2017 and 2018 inspection requirements. A copy of the article for the Newsletter is attached to the Firewise Report distributed today.

Conrad also related something new he discovered when Lee Ann Beery, Northern District Service Forester representing the Greater Flagstaff Forest Partnership, came and performed a 60-minute on-site inspection of his Lot. Lee Ann explained that 80% of the houses that burn are not due to crown fires, but rather due to ember showers that rain down on to other flammable materials. One example she pointed out was the narrow cracks between the boards on decks that can collect pine needles. If there is a hot fire that creates ember showers, those embers can blow into those cracks and land on top of the pine needles that have collected. The embers will continue to glow and smolder for some time, and eventually ignite the surrounding

- The Starlighters served 57 people pie and ice cream on August 10th. There were 86 people served at the breakfast in August, and the Starlighters earned close to \$4,000 during the Labor Day Sale at the Blue Ridge Firehouse.
- The Starlighters have worked very hard this year, but may choose to schedule fewer events for 2020.
- The breakfast this month will be on September 28th, and it will be all-you-can-eat pancakes with sausages and fruit. They will be drawing the winning tickets for the quilted wall hangings at the event.
- 14 volunteers helped with the Highway Clean-up yesterday and enjoyed a delicious pot luck afterwards.
- On October 12, 2019 the Starlighters are holding an Italian Dinner and silent auction. The silent auction items will be set up before the October Board Meeting so they can be viewed by the Community. Tickets are required.
- There will also be one more breakfast next month, and then that will conclude the events for 2019 to earn money for the Starlighters' chosen charities.

7. Community Comment:

Ray Weimer - Lot 148: Ray reported that he has gotten numerous comments from residents of Starlight Pines about how great the new trash renovation site looks, and they expressed their appreciation to the people who helped put it all together.

Lou Hoover - Lots 537/538: Lou said he was participating in the Highway Cleanup yesterday and came across something unique. He saw a bag hanging on a tree branch so he hiked down to get it. When he opened the bag he discovered a flat piece of rusted metal that turned out to be an historic, smaller than normal, license plate with bullet holes in it. You can make out that it is stamped with the year 1939 and the name Los Angeles, but nothing indicating the State of California. He said because of its uniqueness he is going to do more research to find out the history on that type of old license plate.

Sue Davis - Lots 352/353: Sue indicated that the Blue Ridge Water Improvement District now has a website. They have sent out notices to about 600 individuals, who are on the e-mail list, letting them know about the website. Amy Snodgrass, a Starlight Pines resident, was hired to develop the website. Sue also indicated that she is on the Water District Steering Committee and will become a candidate for the initial Board to get the District started. You can get to the website by putting in www.BRWID.org. Bill Patterson asked about the number of Petitions that have been received from the Community. Sue said they have received over 600 affirmative signed Petitions for the District, and about \$7,000 in donations to help pay for the start-up expenses. The website location will also be put into the SPHOA Newsletter to assist people in obtaining additional information on the status of the District.

John Pendell - Lots 535/536: John indicated that he also had Lee Ann Beery from the Greater Flagstaff Forest Partnership out to inspect his lot and one thing she mentioned were wood piles. He thinks that a lot of people are unknowingly trying to be fire wise and cutting down pine trees, but then end up with stacks of fresh wood that need to either be removed or covered. He expressed concern about people cutting trees down in the spring and creating new Bark Beetle issues.

Conrad Davis spoke up and explained that if you get the cut trees to Bly Pit immediately, then there is minimal risk of Bark Beetle issues. It is when the cut trees are allowed to lay on the ground that you usually have Bark Beetle issues in that cut wood. You need to get the dead and down, called slash, off the lot promptly.

8.2 Repair of Bulletin Boards at trash site: This was previously discussed during the Community Center Manager's Report.

9. New Business:
None

10. Adjourn:

There being no further business to come before the Board, the President asked that the meeting be adjourned into Executive Session to discuss delinquent and outstanding assessments and fines, contemplated or pending litigation, legal advice, and personal and financial issues about individual Association Members.

The next Board meeting will be on October 12, 2019 at the Community Center.

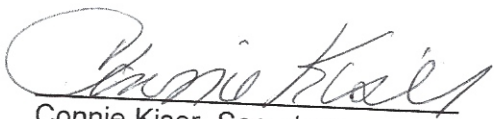
Motion: Connie Kiser moved and Sue Davis seconded a Motion to adjourn the meeting and reconvene into Executive Session to discuss delinquent and outstanding assessments and fines, contemplated or pending litigation, legal advice, and personal records of the Association related to personnel and the personal and financial issues about individual Association Members.

No Members asked questions or expressed comments.

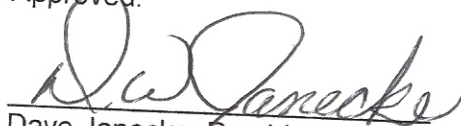
The Motion passed unanimously.

Board Approved on: 10/12/19

Submitted by:


Connie Kiser, Secretary

Approved:


Dave Janecke, President