

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, March 9, 2024
Starlight Pines Community Center

1. **Call to Order / Determine a Quorum** - President Gary Hanson called the meeting to order. The Board members present were President Gary Hanson, Vice President Bill Patterson, Treasurer Buddy Peck, and Director at Large Frank Pettit, and Mary Alice Samsill. Board members absent were Secretary Peter Kuhl, and John Motely. President Hanson determined that five current directors established a quorum to conduct business. Others present were Association Members listed on the attached sign-in sheet.

2. **Pledge of Allegiance** - Gary Hanson led all in the Pledge of Allegiance.

3. **Approval of the minutes of the Regular and Executive Meetings**

Motion: Bill Patterson moved, and Mary Alice Samsill seconded a Motion to approve the February 10, 2024, Board of Directors Regular Meeting Minutes as presented.

The Motion was passed unanimously.

Motion: Buddy Peck moved, and Frank Pettit seconded a Motion to approve February 10, 2024, Executive Board of Directors Meeting Minutes as presented.

The Motion passed unanimously.

4. **Treasurer's Report** – Treasurer Buddy Peck reported as follows.

a. **Documents were distributed to the Board.**

- i. Account Balances as of January 31, 2024.
- ii. Income-Expense Statement compared to the 2023-2024 Budget as of October 31, 2023.
- iii. SPHOA Transaction Report for October 31, 2023, sent electronically to Board.
- iv. Starlighters Auxiliary Transaction Report for October 31, 2023, sent electronically to the Board and Starlighters Leaders.

All SPHOA funds are held in two (2) FDIC-insured accounts at one (1) bank, and in one (1) Vanguard Federal MM fund, reconciled on the last day of the month and file in the Office for review by Members.

b. **Year-to-Date Revenue/Income and Expense to the 2023-2024 Budget as of February 29, 2024:**

	<u>All Funds</u>	<u>Starlighters Funds</u>
Income:	\$ 275,700.69	\$ 17,553.34
Expense:	<u>(\$216,267.21)</u>	<u>(\$ 20,956.18)</u>
Net:	\$ 59,433.48	\$ (\$3,402.84) reduction in beginning fund balance

c. **Account Balances for the fiscal year 2023-2024 as of February 29, 2024**

- i. Cash on hand and in two (2) accounts and one (1) brokerage account - \$259,393.95.
- ii. Current Liabilities - \$27,501.45
- iii. Replacement Reserves - \$125,237.33
- iv. Undesignated/Equity Funds - \$107,302.10

Motion: Buddy Peck moved, and Bill Patterson seconded the Motion to accept the Treasurer's Report as of February 29, 2024, as presented. The Motion passed unanimously.

5. **Community Managers' Report** – Jacqueline Lusson, Community Manager presented: There isn't any update.

6. **Committee Reports:**

a. Architectural Committee (AC) – Frank Pettit, Chair, presented.

- i. We currently have 32 approved projects in the community, in various stages of progress including the following: New homes under construction: 14, New garages: 4, New roofs: 0, Sheds: 1, Decks/Railings: 5, Fences & Corrals: 1, Siding or Exterior Paint: 3, Driveway: 1, and Miscellaneous: 3. New projects since the last report: 3. Completed or retired since the previous report: 2
- ii. PROJECTS TAKING EXCESSIVE TIME: We have several projects that are taking an excessive amount of time to complete based on the allowable time provided by the CC & R's and Architectural Rules for the Community. This is even after the AC and Board

extended the allowable time to complete the exterior and all site work of a new home from twelve (12) months to sixteen (16) months after receipt of a county building permit. There are currently five (5) new homes that do not have the exteriors of their projects completed ranging from (20) to (45) months after receipt of their county permits. There is also one garage addition project that has had a permit over twenty (20) months which exceeds the allowable time of twelve (12) months for a permitted accessory structure per the rules. CC & R Violation Notices which include fines have been issued accordingly on these projects.

- iii. UTILITY TRAILER PARKING: We issued (2) non-compliance notices last month for enclosed trailers stored on lots. Both owners removed the trailers and are now in compliance.
- iv. NON-COMPLIANCE NOTICES: Two new homes currently under construction have not removed the trees, that were removed to allow for construction, from their site after several months since the trees were downed. One owner has been issued a notice to remove the trees. The other was issued the same notice a month ago and did not abate the issue, so a fine and violation notice was issued.
- b. Greenbelt Committee – Buddy Peck presented. There isn't any update.
- c. Firewise Education Committee – Chairman John Motley, presented by Bill Patterson
 - i. Firewise Inspections will begin in early summer.
- d. Rules Committee– There isn't any update.
- e. Starlighters –presented by Chair Kathy Terrell,
 - i. Financial Report: February Breakfast -52 breakfasts served at \$7.50 for \$390.00; Account Balance: \$5,819.37; Kathy has a goal of \$12,000.00 for this year.
 - ii. The Flagstaff Salvation Army has a new Captain, Kathleen. Naila & Kathy met with Kathleen on Tuesday, February 20th & we donated 26 hygiene kits. We asked what their biggest need is right now, and they said they need Men's clean, gently used clothes such as pants, shirts, socks & shoes. We are having a winter clothes drive for the Salvation Army. Residents can drop off their items in the lobby at the breakfast. We will have someone in charge so that these items do not cause any issues with the flow of traffic in the lobby of the community center during Breakfast.
 - iii. Brick patio committee: We are looking into redoing the brick patio. Linda McDermott will present her findings at the April meeting. The group is currently looking at a company from Payson that might be more economical and closer.
 - iv. Zoning Notice Posted outside at the entrance and on the door. This should be the last time the group has to apply for a conditional use permit as it is the 3rd time. The deadline is March 28, 2024. There will be a celebration in April. Zach, who has worked with Naila will be there. And cake too!
 - v. Newly elected officers:
 - 1. Secretary-Judy Mullikin-Fernandez
 - 2. Vice President-Kelly Hobel
 - vi. Kitchen items - Linda gave an update on the new blender, silver wire pots to hold silverware for breakfasts, and A NEW COFFEE POT!
 - vii. Bake sale- There will be no bake sale in March, but it will probably start in April.
 - viii. Our next breakfast will be Saturday, Mar 23rd. Our menu is biscuits & gravy, scrambled eggs, fruit & juice.
 - ix. We will not have merchandise available until possibly the April Breakfast. Kelly Hobel is thinking of doing a "Boy's Night Out" and "Girl's Night Out" design for t-shirts.
 - x. We discussed the Memorial Day Boutique. We will be adding more information to the Newsletter.

7. Community Comment:

Gary Hanson opened the meeting to Members for any Community comment, discussion, or concerns. Members were invited to comment and, when recognized, to stand and identify themselves and their lot number.

- a. No Comments
- 8. **Old Business:**
 - a. No old business
- 9. **New Business:**
 - a. Receive Nominating Committee Report
Motion: Bill Patterson moved, and Buddy Peck seconded a Motion to receive the nominating committee report. The Motion was passed unanimously.
 - b. Appoint Election Committee. Sue Peck as Chair, Cindy Sparks, Kelly Hobel, and Lori Davis to the Election Committee.
Motion: Bill Patterson moved, and Buddy Peck seconded a Motion to appoint Sue Peck as Chair, Cindy Sparks, Kelly Hobel, and Lori Davis to the Election Committee. The Motion was passed unanimously.
 - c. Approve 2024-2025 Budget and Set 2024-2025 Annual Member Assessment
Motion: Bill Patterson moved, and Buddy Peck seconded a Motion to Approve 2024-2025 Budget and Set 2024-2025 Annual Member Assessment. The Motion was passed unanimously.
- 10. **Adjournment**
With no further business to come before the Board, the President asked that the meeting be adjourned into an Executive Session for reasons allowed by ARS §33-1804, which will commence shortly.
Motion: Gary Hanson moved, and Bill Patterson seconded a Motion to Adjourn the meeting. The Motion passed unanimously.
The next regular Board Meeting will be held on April 13, 2024. The meeting was adjourned.

Board Approved On: _____

Submitted by:

Peter Kuhl, Secretary

Approved:

Gary Hanson, President