

**STARLIGHT PINES HOMEOWNERS ASSOCIATION**  
**Minutes of the Regular Meeting of the Board of Directors**  
**Saturday, August 12, 2023**  
**Starlight Pines Community Center**

1. **Call to Order / Determine a Quorum** - President Gary Hanson called the meeting to order. President Gary Hanson, Vice President Bill Patterson, Secretary Peter Kuhl, Treasurer Buddy Peck, Directors at Large Frank Pettit, and Mary Alice Samsill were board members present. Board members absent were John Motely and Rosemary Johnson. President Hanson determined that six present 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 Buddy Peck seconded a Motion to approve the July 8, 2023, Board of Directors Regular Meeting Minutes as presented.**  
 The Motion was passed unanimously.  
**Motion: Bill Patterson moved, and Buddy Peck seconded a Motion to approve the July 8, 2023, 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 July 31, 2023.
- ii. Income-Expense Statement compared to the 2023-2024 Budget as of July 31, 2023.
- iii. SPHOA Transaction Report for July 31, 2023, sent electronically to Board.
- iv. Starlighters Auxiliary Transaction Report for July 31, 2023, sent electronically to the Board and Starlighters Leaders.

All SPHOA funds are held in five (5) FDIC-insured accounts at two (2) banks, reconciled on the last day of the month, and filed in the Office for review by Members.

b. **Year-to-Date Revenue/Income and Expense to the 2023-2024 Budget as of July 31, 2023:**

	<u>All Funds</u>	<u>Starlighters Funds</u>
Income:	\$ 177,327.41	\$ 7,852.83
Expense:	(\$ 78,583.81)	(\$ 4,585.78)
Net:	\$ 98,743.60	(\$ 3,267.05)

c. **Account Balances for the fiscal year 2023-2024 as of July 31, 2023**

- i. Cash on hand and in five (5) accounts at two (2) banks - \$284,128.11
- ii. Current Liabilities - \$41,179.02
- iii. Replacement Reserves - \$112,203.06
- iv. Undesignated/Equity Funds - \$146,612.22

**Motion: Buddy Peck moved, and Peter Kuhl seconded the Motion to accept the Treasurer's Report as of August 12, 2023, as presented.** The Motion passed unanimously.

5. **Community Managers' Report** – Michelle King and Jacqueline Lusson, Co-Community Managers. Community Manager Jackie Lusson presented.
  - a. We striped the parking lot in July.



- b. The two doors, in the front lobby and the back door, needed attention. We had Lowery's come out, reset the doors, and added new parts/etc.
- c. If you are within a half mile, the mail carrier will deliver a parcel that does not fit in the box to your home. If mail is left in your box longer than two weeks, the mail carrier will return it.

**6. Committee Reports:**

- a. Architectural Committee (AC) – Frank Pettit, Chair, presented.
  - i. We currently have 47 approved projects in the community, which are in various stages of progress that include the following: New homes under construction: 17, New garages: 7, New roofs: 4, Sheds: 1, Decks: 4, Fences & Corrals: 6, Siding or Exterior Paint: 4, Driveway: 1, and Miscellaneous: 3. New projects since the last report: 6. Completed or retired since the previous report: 8
  - ii. The Committee continues working on draft proposals for various updates to the current Architectural Rules and a draft of a proposed new “Color Design Guidelines” document to assist Owners and architects with designing their projects in Starlight Pines.
- b. Greenbelt Committee – Buddy Peck presented.
  - i. A pile of dead and down from a previous workday and a half-rotten oak were removed in the Crosscut Greenbelt from Starlight Drive to Broken Tree. Thank you to Buddy Peck.
  - ii. Grasses around the community center were trimmed before the Starlighters breakfast. The eastern greenbelt was used for trimming trees.
- c. Firewise Education Committee – Chairman John Motley presented.
  - i. Firewise Inspections to Date:
    - 1. Reinspections are moving along at a slow pace.
    - 2. To date, there are still 66 Lots (out of 213) which are still non-compliant.
    - 3. Jackie and Michelle are sending emails to all non-compliant lot owners, reminding them their lots must be compliant by September 19, 2023, or they will be accruing fines.
    - 4. The FW committee would like to thank and show appreciation to all the compliant lot owners for keeping their lots FW compliant even if it is not their year to be inspected – This is the Goal of FW.
  - ii. Bark Beetle –
    - 1. There have been NO reports or sightings of BB trees this month.
    - 2. A new program was put out by the Department of Forest and Fire Management (DFFM) for cost-sharing for removing Bark Beetle Trees. We like to see the infested trees removed quickly – within days of discovery – this may be very helpful to defer the personal expense of removing them – see attached flyer.
    - 3. New Construction/and cleared lots have piles of newly cut pine trees, which will attract BB. These trees need to be removed from the lots on at least a weekly basis and brought to the BLY Pit. It has been a good year – let's keep it that way!
  - iii. EQIP (Environmental Quality Improvement Program) Grant:
    - 1. CIN 4 – is completed.
    - 2. CIN 5 – Total 15 Lots – not started.



3. The next round of funding has been awarded, and we are waiting on the final inspections by the Environmental and cultural divisions for this property.
  4. 130 lots with signed MOUs will be scheduled to have their property thinned. These 130 lots are divided into 9 Contract Item Numbers (CIN).
  5. I am in contact with Chestnut Ridge Forestry, New Mexico, for the cost of marking our lots. I estimate the price to be around \$50 -60/ lot, which the EQIP Grant does not cover.
- d. Rules Committee (PRC) – Rosemary Johnson presented. The Property Rules Committee investigates rule violation concerns brought to our attention by homeowners. If you have a problem, send an email or letter to the office.
- i. Three properties were inspected for violations. One property was brought back to compliance. The remaining are still being addressed.
- b. Newsletter –We will work with Jackie’s daughter to help with the 4<sup>th</sup> quarter newsletter.
- c. Starlighters – Bonnie Steele, Chair - Naila presented.
- i. The community breakfast on July 29<sup>th</sup> served 119 people a hearty breakfast of all-you-can-eat pancakes with sausage and fruit. This was the highest number ever served in the history of our community breakfasts. Total net income for July is \$1,273.33. Our fund balance as of July 31 is \$12,489.26
  - ii. The Starshine quilting group met on July 25<sup>th</sup>. Batting was matched and cut for several quilt tops. Mice in our inside storage room ruined some of our expensive batting! They were getting in at a gap in the south entry doors. The Board and our Community Managers promptly addressed the repair. A neighboring community member finished 5 of our quilt tops with seam binding. Our next meeting will be on August 29<sup>th</sup>.
  - iii. Yesterday, a Starlighters business meeting was held, and plans were finalized for a block-party-type event to be held this evening from 5 to 7:45 p.m. Please join us for a home-cooked dinner, adult and children’s games, and live music. We will also be having raffles for two goody baskets.
  - iv. The shed has been reshelved and reorganized. A group of Starlighters and a husband completed all the labor. New storage bins were purchased. All the expenses incurred are being paid from the Starlighters Fund. The Board members are invited to tour the shed after this meeting.
  - v. Plans were started for our Fall Festival on October 14<sup>th</sup>. We will serve brats with German potato salad and apple crisps with ice cream.
  - vi. Our next community breakfast and bake sale will be held on August 26<sup>h</sup>. The menu features brunch sandwiches. Our bake sale theme is pies, cobblers, and crisps.
  - vii. We will be selling Happy Jack Merchandise on September 2<sup>nd</sup> from 8 am to 2 pm at the craft fair at the firehouse.
  - viii. I will be moving from our mountain and leaving the leadership of the Starlighters in the capable hands of Kathy Terrell and Naila Erwin.
- e. **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. Carolyn Weimer Lot 148 congratulated the board and mentioned all the cardboard in the compactor.
- b. Casey Samsill, Lot 37 addressed the mail delivery issues.
  - i. The issue is multifaceted. In Starlight Pines we have roughly 400 mailboxes for 600 lots. We are supposed to have 1 parcel box for every 5 boxes. It used to be 1 per 10 in years past. Gary is working with the Postmaster in Flagstaff. We have homeowners that can't get mailboxes. We can't add new mail boxes until we reorder the addresses in the mailboxes.
- c. Robyn Kuhl, Lot 195 commented on the condition of the bulletin board.

**f. Old Business:**

- a. Insurance Renewals of D&O and Property and Liability were completed.
- b. AmeriGas community rate.
  - i. The discussion was for approval of a special rate of \$2.25 for the community. The conversation became about the quality of AmeriGas service compared to other providers.

**Motion: Peter Kuhl moved, and Gary Hanson seconded a Motion to approve the AmeriGas community rate of \$2.25 for individual lot owners to take up independently.** Gary Hanson, Peter Kuhl, and Mary Alice Samsill voted in favor. Bill Patterson, Prank Pettit, and Buddy Peck voted against. Gary Hanson, President broke the tie. The motion passed.

**g. New Business:**

- a. BRWID use of the Community Center.
  - i. They are asking to have the use of a chair and a small table for the General Manager when they are here. This would not happen very often. They have alternatives. We allow the BRWID to have regular board meetings in the facility.
  - ii. Bill asked questions about the transfer of ownership and when the rates would change.
  - iii. Gary and Bill wanted to table the issue and consider in the September meeting.
- b. A study session to review the architectural and property rules will be held after this meeting.

**h. 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 September 10, 2023. The meeting was adjourned.

Board Approved On: \_\_\_\_\_

Submitted by:

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Peter Kuhl, Board Secretary

Approved:

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Gary Hanson, President