

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

1. **Call to Order / Determine a Quorum** - President Gary Hanson called the meeting to order. Board members present were President Gary Hanson, Secretary Peter Kuhl, and Directors at Large Frank Pettit, John Motley, and Bill Patterson. Board members absent were Vice President Dan Knox, Treasurer Sue Davis, and Rosemary Johnson, Director at Large. President Hanson determined that five of the eight Directors present 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. **Presidents Report** - President Gary Hanson reported the following. According to the Cc&Rs or covenants, conditions, and restrictions, the board's job is to conduct the association's business. We are tasked with ensuring the CC&Rs, property, and architectural rules are correctly followed, setting the budget for the HOA, setting the appropriate membership fees, and so on. Contrary to popular belief, we do not establish rules or have the power to change any of the rules. We can further clarify a rule, but the rules outlined in 1984 are mostly the same today.

This past year has been a transitional year for the board. We had four members that did not run for the board last year. Dave Janeke, Connie Kiser, Bill Cross, and Kim Traver. All 4 of those people did a lot for our community and served the board for many years. Fortunately, Bill Patterson, Sue Davis, and Dan Knox continued on the board, and we added four new fabulous members. Frank Pettit, Pete Kuhl, John Motley, and Rosemary Johnson. All four jumped right in and have positively impacted our community and are very valuable to have on the board.

We tackled several oversized items this year. The most significant being the 40-foot easement lawsuit and the ongoing EQIP program. We also had a change in the office with Julia leaving and the addition of Jackie. We had a couple of homeowner issues that the board handled in a professional and fair manner, and hopefully, the parties involved feel the same way.

This upcoming year will see yet another transition amongst the board. Sue Davis is retiring from the board, and as you all know, Dan Knox has moved from the community. Both will be greatly missed, and I appreciate their service to our community. We will have two new faces next month, and once again, as outlined in CC&Rs, we will conduct the association's business the best we can.

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

Motion: John Motely moved, and Bill Patterson seconded the Motion to approve the May 6th, 2023, Board of Directors Regular Meeting Minutes as presented. The Motion passed unanimously.

Motion: Bill Patterson moved, and John Motely seconded the Motion to approve the May 6th, 2023, Board of Directors Executive Session Meeting Minutes as presented. The Motion passed unanimously.

5. **Treasurer's Report**

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

- i. 2022-2023 FY Account Balances as of May 31, 2023
- ii. Income-Expense Statement for All Funds compared to the 2022-2023 Budget as of May 31, 2023

STARLIGHT PINES HOMEOWNERS ASSOCIATION

Summary of the Annual Member Meeting
Informational Forum and Firewise Recognition Day

Saturday, June 10, 2023

Starlight Pines Community Center – 2740 Arapaho Drive, Happy, Jack, AZ

1. CALL TO ORDER

Board President Gary Hanson opened the Annual Member Meeting, Informational Forum, and Firewise Recognition Day at 10:00 a.m. with a thank you to our Community Managers, Board Member Bill Patterson and Naila Erwin, who have put so much time and work into preparing for this meeting and scheduling all the speakers we will hear today. He noted that the Starlighters would serve lunch to everyone immediately following the meeting. The President introduced all the guest speakers appearing at the meeting today and then turned the meeting over to the speakers.

2. GUEST SPEAKERS

The program commenced with each guest speaker listed on the attached Agenda being introduced to the Membership and providing informative presentations about their respective areas of expertise. There was audience participation with questions and comments, and each speaker encouraged anyone having additional questions or needing further information to meet with them at their respective tables around the room's perimeter.

3. FIREWISE RECOGNITION DAY

John Motley, Chairman of the Starlight Pines Homeowners Association's Firewise and Healthy Forest Program and Committee, gave a presentation about Bark Beetle infestation and what is required to maintain a healthy forest within our community. He highlighted the efforts that Starlight Pines has and is continuing to take to protect the valuable forestry of our community to help improve the fire resistance of both our lots and homes should there ever be another wildfire, such as the Tinder Fire that was so devastating to some of our mountain top neighbors several years ago.

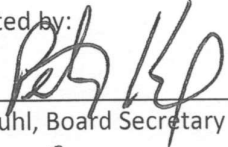
4. MISCELLANEOUS

Naila Erwin explained to everyone about the planned lunch menu and which the Starlighters will serve. Directions were given on the lining up process that would work best to ensure everyone could fill their plates from the buffet.


President Gary Hanson thanked all the great and informative guest speakers and the Members for attending. He reminded everyone that the Annual Board of Directors meeting required by our governing documents would be held here at the Community Center on Monday, June 12, 2023, at 9:00 a.m. The meeting was concluded and adjourned, with lunch to be served by the Starlighters.

Board Approved On: 7-8-2023

Submitted by:


Peter Kuhl, Board Secretary

Approved:


Gary Hanson, President

- f. **Contracting with Professional HOA Management.** At the June 12 Annual Board of Directors meeting, the Board will discuss contracting with a professional HOA management company to provide an array of optional services to the SPHOA.
- g. According to SPHOA governing documents, the current Treasurer remains in Office until the 2023-2024 Election votes are counted. New Board Officers are elected at the Board of Directors Meeting on Saturday, July 8, 2023. The current Treasurer will advise and assist the new Treasurer and Community Managers to transition into the new fiscal year 2023-2024.

Motion: Peter Kuhl moved, and Frank Petit seconded the Motion to accept the Treasurer's Report as of May 31, 2023, as presented. The Motion passed unanimously.

6. 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.

There weren't any community comments.

7. Old Business:

- a. Status of the 40' easement dispute. Gary mentioned he signed the settlement agreement; the last step is for the counter signature from the parties in Timber Ridge.

8. New Business:

9. Adjournment

With no further business to come before the Board, the President asked that the meeting be adjourned into an Executive Session, which will commence shortly for reasons allowed by ARS §33-1804 and stated at the bottom of the Agenda.

Motion: Peter Kuhl moved, and Bill Patterson seconded the Motion to Adjourn the meeting. The Motion passed unanimously.

The next Regular Board of Directors meeting will be held Saturday, July 8th, 2023, at 9:00 a.m.

The meeting was adjourned.

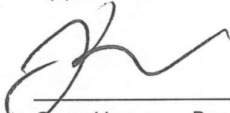
Board Approved On: 7-8-2023

Submitted by:



Peter Kuhl, Board Secretary

Approved:



Gary Hanson, President

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, July 8, 2023
Starlight Pines Community Center

1. **Call to Order / Determine a Quorum** - President Gary Hanson called the meeting to order. President Gary Hanson, Secretary Peter Kuhl, and Directors at Large Frank Pettit, John Motley, Rosemary Johnson, and Bill Patterson were board members present. Board members absent were Vice President Dan Knox and Treasurer Sue Davis. President Hanson determined that six of the eight Directors present 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. **Presentation and Certification of Board of Directors election results.**
Gary Hanson announced that Lori Davis, Chair of the Ballot Verification and Election Counting Committee, submitted a written report certifying that the Committee met and counted the returned election ballots. The official voting tally resulted in the following eight candidates duly elected to serve on the SPHOA 2023-2024 Board of Directors:

Gary Hanson, Bill Patterson, Peter Kuhl, Rosemary Johnson, John Motley, Frank Petit, Buddy Peck, and Mary Alice Samsill

Motion: Peter Kuhl moved, and Bill Patterson seconded a Motion to accept the Election Committee's official voting results for the SPHOA Board of Directors to serve during the 2023-2024 year as presented. The Motion passed unanimously.
The meeting was turned over to the newly elected Board of Directors.

4. **Election of Board Officers**
Peter Kuhl nominated the following slate of officers to serve on the Board of Directors for the 2023-2024 year:
President: Gary Hanson
Vice-President: Bill Patterson
Secretary: Peter Kuhl
Treasurer: Buddy Peck
There were no other nominations from the Board.

Motion: Peter Kuhl moved, and Bill Patterson seconded a Motion to elect the above-nominated slate of Board Officers to serve during the 2023-2024 year as presented. The Motion passed unanimously.

5. **Minutes from Previous Meetings:**
June 10, 2023, Regular BOD Meeting:

Motion: Bill Patterson moved, and Mary Alice Samsill seconded a Motion to approve June 10, 2023, Board of Directors Regular Meeting Minutes as presented. The Motion passed unanimously.

June 10, 2023, Annual Member/Firewise Recognition Meeting:

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, September 9, 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, Treasurer Buddy Peck, Directors at Large Frank Pettit, and Mary Alice Samsill were board members present. Board members absent were John Motely and Secretary Peter Kuhl. President Hanson determined that six 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 August 12, 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 August 12, 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 August 31, 2023.
 - ii. Income-Expense Statement compared to the 2023-2024 Budget as of August 31, 2023.
 - iii. SPHOA Transaction Report for August 31, 2023, sent electronically to Board.
 - iv. Starlighters Auxiliary Transaction Report for August 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:	\$ 192,505.33	\$10,297.06
Expense:	(\$138,058.16)	(\$ 7,789.10)
Net:	\$ 54,447.17	\$ 2,507.96

- 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 - \$268,193.37
 - ii. Current Liabilities - \$41,232.19
 - iii. Replacement Reserves - \$125,237.33
 - iv. Undesignated/Equity Funds - \$102,315.79

Motion: Buddy Peck moved, and Bill Patterson the Motion to accept the Treasurer's Report as of September 9, 2023, as presented. The Motion passed unanimously.

5. **Community Managers' Report** – Jacqueline Lusson, Co-Community Manager. Community Manager Jackie Lusson presented:
 - a. **Report on calls coming in from owners regarding Firewise inspections.**

Motion: Frank Petit moved, and Buddy Peck seconded the Motion to accept the AC Rules and Property Rules as presented. The Motion passed unanimously.

9. New Business:

- a. No new business

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 October 14, 2023. The meeting was adjourned.

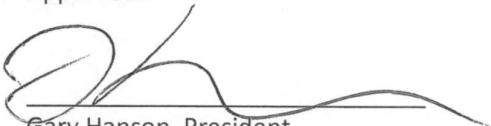
Board Approved On: 10/14/23

Submitted by:



Peter Kuhl, Secretary

Approved:



Gary Hanson, President

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, May 6, 2023
Starlight Pines Community Center

1. **Call to Order / Determine a Quorum** - President Gary Hanson called the meeting to order. Board members present were President Gary Hanson, Secretary Peter Kuhl, Treasurer Sue Davis, and Directors at Large Frank Pettit, Rosemary Johnson, and Bill Patterson. Board members absent were Vice President Dan Knox and Director at Large John Motley. President Hanson determined that six of the eight Directors present 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: Peter Kuhl moved, and Frank Pettit seconded the Motion to approve the April 1, 2023, Board of Directors Regular Meeting Minutes as presented. The Motion passed unanimously.

Motion: Peter Kuhl moved, and Sue Davis seconded the Motion to approve April 1, 2023, Board of Directors Executive Session Meeting Minutes as presented. The Motion passed unanimously.

4. **Treasurer's Report** - Treasurer Sue Davis reported as follows.
 - a. **Documents were distributed to the Board.**
 - i. 2022-2023 FY Account Balances as of April 30, 2023
 - ii. Income-Expense Statement for All Funds compared to the 2022-2023 Budget as of April 30, 2023
 - iii. SPHOA Transaction Report for April 30, 2023, sent by electronic transmission to Board only.
 - iv. Starlighters Auxiliary Transaction Report for April 30, 2023, sent electronically to the Board and Starlighters Leaders.
 - v. 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 Budget as of April 30, 2023:**
 - i. Income to the Budget: \$ 320,986.32
 - ii. Expense to the Budget: (\$ 347,369.92)
 - iii. Net to the Budget: (\$ 26,383.60)
 - c. **Income/Expenses Statements.** See April 30, 2023 – Income/Expense Statement.
 - i. HOA Income is 164% above budget projections.
 - ii. HOA Expense is 178% above budget projections.
 - d. **Account Balances for the fiscal year 2022-2023 as of April 30, 2023**
 - i. Cash on hand and in five (5) accounts at two (2) banks - \$200,015.97
 - ii. Current Liabilities - \$35,165.06
 - iii. Replacement Reserves - \$144,504.93
 - iv. Undesignated/Equity Funds - \$20,345.98
 - v. In May 2023, Reserve funds will be moved into the Operating account to close the year with a balanced Budget.
 - e. **Accounts Receivable as of 4-30-2023**
 - i. Unpaid Assessments – 12 members \$ 6,795.27
 - ii. Unpaid CC&R Violation Fines - 46 members \$ 39,062.50
 - iii. Newsletter advertisers \$ 440.00
 - iv. 1st Qtr. 2023 Newsletter advertisers – 1 member \$ 25.00

Western Greenbelt caused by the recent runoffs. Thank you, Steve, for your assistance.

- ii. Surveys of the Greenbelts have begun assessing their condition after all the moisture we have received this year. The areas looked at so far are in good shape, except for trash pickup and runoff trenches that must be filled to prevent further erosion.

c. Firewise Education Committee – Board Liaison Bill Patterson presented for absent Chairman John Motley.

Members: Tom and Maria Braddick, Larry Butler, Bob Dahlgren, Dan Knox, Dave Lutz, Pat Macholtz, John and Patty Motley, Berdie Nally, Tom & Paula Osterday, Doug & Cindy Sparks, Paul & Faith Tuszynski, and Bill Patterson, Board Liaison.

- i. 2023 Inspections for Lots 401 -613 will begin in June. All lots must comply by September 19, 2023, so non-compliant fines are not assessed.
- ii. Inspectors, please make specific notes on the comment line for any non-compliant item so the reinspection can be thorough without duplication.
- iii. There will be six teams of Firewise Volunteers completing approx. 35 lots each. There will also be four alternate volunteers, full-time residents, available to assist in training, re-inspections, bark beetle identification, and marking.

- 1. Team 1: Tom Braddick, Marie Braddick
- 2. Team 2: Larry Butler, Tom Osterday
- 3. Team 3: Pat Macholtz, Berdie Nally
- 4. Team 4: John Motley, Patty Motley
- 5. Team 5: Paula Osterday, Bill Patterson
- 6. Team 6: Doug Sparks, Cindy Sparks
- 7. Alternates: Paul and Faith Tuszynski, Bob Dahlgren, Dave Lutz

iv. Proposal to modify Lot Inspection Form:

- 1. #3 Delete “or trees with bark beetle infestation.”
- 2. On top: NOTE: Bark Beetle Trees must be documented on the Orange Bark Beetle Inspection Form, NOT the Lot Inspection Form

Motion: Bill Patterson moved, and Sue Davis seconded the Motion to allow John Motley to amend the Bark Beetle and Firewise inspection forms by restating language in box 5 as determined by a special committee appointed by the Board on March 11, 2023. The Motion passed unanimously.

v. EQIP (Environmental Quality Improvement Program) Grant:

- 1. CIN 4 – Total of 34 Lots:
 - a. Twenty-eight residents returned Tree Thinning agreements.
 - b. Three Residents opted out after signing MOU!
 - c. Three Possible, waiting for them to come up. I will walk their lots when they arrive.
- 2. CIN 5 – Total 15 Lots
 - a. Thirteen residents returned the Tree Thinning Agreements
 - b. One resident opted out after signing MOU!

- iii. Kelly Hobel ordered new HJ merchandise in April. Sue Peck suggested new merchandise to sell. We hope to have it available at our Boutique on May 27th.
- iv. The Starshine quilting group had a sparse attendance, so we reviewed the projects we were working on.
- v. On May 5th, we held a highway clean-up at 10 am, followed by a potluck. We had 16 volunteers despite the very windy weather. A short business meeting was held after the potluck.
- vi. If there are no objections from the Board, we will use the same menu for our lunch for the property owners following the Information Forum on June 10th. It includes BBQ Pork, BBQ Chicken or Plain Chicken Sandwiches, potato salad, baked beans, a veggie tray, potato chips, various sodas and drinks, and ice cream sandwiches for dessert.

Motion: Sue Davis moved, and Bill Patterson seconded the Motion to approve an increase of \$50 for the June 10th Annual Member Meeting community lunch. The Motion passed unanimously.

- vii. Linda McDermott updated the Board on the kitchen improvements stating that the refrigerator and stove are fantastic.

Motion: Bill Patterson moved, and Sue Davis seconded a Motion to allocate at most \$1,200 to complete the renovations for the kitchen to be paid in the 2023/2024 fiscal year budget. The Motion passed unanimously.

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. Bill Patterson Lot 244. Bill received an email from Mike Bourne that requested community support to email the Arizona Corporation Commission on behalf of the Blue Ridge Water Improvement District. Bill asked for more owners to do the same.
- b. Sue Davis Lot 352 and 353 asked for the same.

8. Old Business:

- a. Status of the 40' easement dispute. Gary mentioned he signed the settlement agreement; the last step is for the counter signature from the parties in Timber Ridge.
- b. The Board is considering HOA Management Proposals, Including Vision Community Management, HOAMCO, and Peaks HOA Management.
- c. June 10, 2023, Annual Membership Meeting (per ARS); Social, Educational & Firewise Recognition Day - Speakers, Lunch & Budget

9. New Business:

Renewal of vendor contracts:

- 1) Community Center Cleaning.
- 2) Trash Compactor Area Management and Maintenance.
- 3) Perimeter Fence Maintenance.
- 4) Snow Blowing; and
- 5) Independent Contractor Services Agreement

Motion: Sue Davis moved, and Peter Kuhl seconded a Motion to: Accept the vendor contracts as presented. The Motion passed unanimously @ 10:33 a.m.