

## **Pinehurst Estates Homeowners Association Board**

Special Meeting, March 3, 2020

Meeting was called to order at 7:15 pm. In attendance were: Todd Canniff, Erika Roberg, Lisa Wera, Aron McCauley-Blocher, Diane Myers, Nancy Lawrence, and Jennifer Steele. Absent Board members were: Susana Campos.

A motion was made by Nancy to accept the minutes of the 2020 Annual HOA Meeting as written, seconded by Diane; there was no discussion, vote was called; motion carried unanimously.

A resolution ratifying non-meeting actions by the board since the prior meeting; specifically, appointment of Todd Canniff to the Board and his election as president, was presented. A motion was made by Erika to approve the resolution as written, seconded by Lisa; there was no discussion, vote was called; motion carried unanimously.

The Board accepted the resignations, submitted previously, of Sarah Lutjen and John Corbett from the Board. With these recent resignations, nomination was made by Todd to appoint Jennifer Steele to the Board; motion was made by Diane to accept the nomination and welcome Jennifer to the Board, seconded by Aron; there was no discussion, vote was called; motion carried unanimously.

With the resignation of Sarah, the Board needs a new Secretary. Nomination was made by Todd to elect Jennifer as Secretary, supported by Nancy; there was no discussion, vote was called; election was unanimous.

Todd resigned from the Design Review Committee; with that resignation the Board needs an additional member for the DRC. Motion was made by Erika to appoint Sarah Lutjen to the DRC, seconded by Lisa; brief discussion followed, vote was called; motion carried unanimously.

Todd proposed revisions to the DRC Form reflecting updated members and adding exclusive use language. A motion was made by Erika to adopt the new form, seconded by Aron; after brief discussion, vote was called; motion carried unanimously.

Todd proposed revisions to the Board Guidance to the DRC and establishment of a policy to post DRC actions to the web site for public visibility. A motion was made by Erika to accept the proposed revisions to the Guidance and the establishment of a DRC Public Notice policy, seconded by Diane; after thorough discussion a vote was called; motion carried unanimously.

The subject of communications with home owners was raised; after some discussion it was agreed that the Board should respond to communications in a timely manner, ideally within seven, striving for no more than ten, days.

Dates and location for regular quarterly public Board meetings was discussed and it was agreed to hold those meetings at 7:00pm on April 16, July 16, and October 15.

General discussion ensued regarding new directories (coming soon), review of call with the Board's attorney, community garage sale (May 15-17), recent incidents with strangers in the neighborhood, foreclosed house on Oxford, and HOA E&O insurance.

Meeting adjourned at 8:50pm.