

Meeting Minutes for High Pines Owner's Association (HPOA)

Board of Directors (BOD) Meeting

Date: July 10, 2025

Time/Location: 6:30 pm at Steve Ingersol's house

Members Present:

- Steve Ingersol, Vice President
- Jeremy McIntire, Treasurer
- Christie Beverly, Secretary
- Rich Hansen, Ex Officio/ACC

Members Absent:

- Jim Sittner, President
- Sara Kershaw, Member-at-Large

Call to Order

Steve called the meeting to order at 6:33 pm. We have a quorum.

Secretary's Report

- *Approval of Meeting Minutes:* One minor update to the June 19th minutes to add the final tally of mortgages since we only had a partial count as of the meeting. Christie motioned to approve, Rich seconded. All in favor. **Approved.**
- BOD held a meeting on June 24, 2025, to discuss updates to the Bylaws; however, only three BOD members attended, and since we didn't have a quorum, no action was taken.

Treasurer's Report

- Expenses are on track year-to-date, but Jeremy asked if we want a July mowing of the detention pond. The Patio Homes mowed part of the HPOA detention basin by mistake, so our guy only mowed half when he should have mowed the entire thing, and now it's uneven. We agree it needs to be mowed again, so Jeremy will contact mower. *Note: We don't share detention pond maintenance with the Patio Homes.*
- Steve had a question about indemnity clause for Board members. Paul Pirog asked about insurance coverage for webmaster and other volunteers. Jeremy is waiting to hear back from our insurance person.

Vice President's Report

- *Governing Document Updates/Legal:* Latest set of Declaration and Bylaws – please read and note any changes. After the June 30th meeting with previous BOD members to gauge feedback:
 - Jim Sittner and Paul Pirog suggested adding Lots and Lot numbers as Declarations Exhibits. General discussion at the 6/30/25 meeting with former BOD members agreed.

- Did not change the LEC baseline number (\$300/\$400) – wants to get feedback from membership after explaining it better in person. Christie suggests adding a FAQ section to the CLIF Notes handout since that question keeps coming up.
- Steve created a voting thresholds spreadsheet and their impact so membership can see how many votes will be needed for each item.

Ex-Officio and ACC Report

- Nothing to report.

Member at Large Report

- No report – Sara absent.

President's Report

- No report – Jim absent.

Old & Continuing Business

- *Status of Final Draft of Declaration*: Rich asked about proxies and timing to turn them in, Steve will check and make sure that has been changed. Rich also asked about the reviewing fee for ACC – Rich has been charging \$25 but the Declaration states \$150. Are we keeping \$150 or changing to \$25? After discussion, Rich motions to set the fee at \$150 for ADUs since they're more involved and \$25 for everything else; Jeremy seconds. All in favor. **Approved.**
- *HPOA Town Hall Meetings*: Discussed upcoming town hall meetings to gain member feedback. Christie and Sara will run the check-in table. Steve will print hard copies of the documents. Please get there early for setup.

New Business

- *Concrete Wall Maintenance*: The concrete wall along Piney Hills Point near Paul Pirog's house is leaning inward (out of plumb by about 1 foot). Some panels are fully out of both sides of supports or have one side off. Each panel is about 60 pounds, so this is a liability issue if any of the panels fall. Some confusion as to who owns and maintains this wall – HPOA or the patio homes? We think it's the patio homes, so Steve will contact them to ask about getting it fixed.
- *Rich mentions the rocks in the roads due to recent rainfall/erosion* – can be like marbles when walking. Who is responsible? El Paso County road maintenance is responsible and has been notified but they haven't responded; and when they have fixed this in the past, it's only temporary and gets washed out again. Steve talks about how a 2-in crushed rock could be a more permanent solution and HPOA could potentially hire a contractor to do this instead of waiting on the County. Discussion about legality of HPOA paying to maintain a county road. No decision.

- *Lender Notice Cover Letter*: Valerie provided an estimate for lender notification as more houses have mortgages than anticipated. Handout from Steve regarding price of printing, mailing, and legal preparation for additional lenders.

Date of next meeting is Thursday, August 21st at 6:30 pm at Jim's house.

Rich motioned to adjourn. Jeremy seconded. BOD meeting adjourned at 8:31 pm.

Meeting minutes prepared by Christie Beverly, HPOA Secretary