

Pine Forest Owners Association Special Board of Directors Meeting

Wednesday, February 13, 2019

9 a.m.

Airport Conference Room A

10356 Truckee Airport Road

Directors Present: Ursula Heffernon, Katie Kosich, Aja Cook, and Diane Wagner

Directors Absent: Mindi Brenner

Others Present: Rick Bottomley, Katie Long, Peter Werbel, Jordan Kobert, Keith Kelly, Tom Maloney (all telephonically), Ron Hemig, Jeff Heffernon, Linda Carson, Memory Trambley, Mary & Joe Lorenz, Kim Harrigan and Eric Wicks – CAMCO

Call to order

The meeting was called to order at 9:05 a.m. Introductions of all attendees were made.

Ursula informed that the Board will have a discussion amongst themselves first and then will allow owners to speak. It was asked that all comments be limited to 5-10 minutes. She summarized the responsibility of owners to follow all governing documents and design guidelines when purchasing and planning to build. She also summarized the responsibility of the DRC and the Board in the design review process.

Design Review Committee

Acceptance of Design Review Committee member resignations

Ursula read the resignation letter aloud for all in attendance. It was moved, seconded, and passed 3-1 to accept the resignations of the Design Review Committee.

Discussion on handling committee responsibility moving forward

Ursula recommended appointing an interim DRC until the October election when the new Board will appoint the new committee.

Aja Cook expressed agreement and that owner Ken Filice has submitted his name to join the committee. Aja also commented that it's a good idea to hire out on project reviews during the interim time.

Keith Kelly provided a two-page summary to Ursula of suggestions on how the operation of the DRC could improve. Diane Wagner expressed concern that the entire committee resigned due to non-support from the Board. She specifically mentioned Board members getting involved in family design projects of relatives.

Katie Kosich commented that the committee did not express the non-support concern prior to the resignation. She said this situation possibly could have been avoided if communications were handled between the DRC and the Board.

Comments from owners were made expressing concern with what has happened between the Board and the DRC. Many commented that moving forward the Board and the committee need to develop an understanding between each other on authority and procedures. Most agreed that the Board should try to get the previous committee members to return. One owner recommended issuing a letter of apology from the Board to the committee. Jordan Kobert commented that he would be happy to volunteer for the committee as an interim solution. One owner expressed an issue with the previous DRC and recommended to get new members.

Appointment of new DRC if necessary

Ursula proposed that the Board issue a letter of apology/appreciation to the previous DRC members in hopes that at least one member would rescind their resignation and create a new committee. She also recommended that a Board member hold one position on the committee to help establish the relationship between the Board and the committee. Katie recommended that the committee still be established of 3 members with the addition of a Board member for the line of communication.

It was moved to reinstate Keith Kelly and appoint Jordan Kobert to the DRC and work together to find the third participant for the committee. The motion was seconded and passed unanimously. Diane Wagner and Aja Cook will draft the letter of appreciation.

Homeowner Comments

All owner comments were taken during the discussion section.

Linda Carson inquired if the Board had any questions regarding her attorney's letter before meeting in closed session. Diane Wagner asked what the intended outcome would be, and Linda answered. They are looking to engage the engineer again to provide the exact solution for repairs.

Executive Session

Attorney/Client Privilege

The Board adjourned to executive session at 10:41 a.m.

Adjournment

There being no further business the meeting was adjourned at 11:28 a.m.

Prepared by,

Kimberly Harrigan
Property Manager