

Minutes – Pine Forest Board of Directors meeting  
4 p.m Tuesday January 20, 2014

Directors present: Linda Carson, Greg Daiker, Chris Franssen,  
Joel Light, Memory Trambley

Others present: Peter Miller, Levi Ponczoch, Gordon Shaw, Steve Trambley

The meeting was called to order at 4 p.m. by President Light.

It was moved, seconded, and passed to approve the minutes of the October 25, 2014 and October 29, 2014 Board of Directors meetings. It was moved, seconded, and passed to approve the October 25, 2014 Annual Meeting.

The Board reviewed the December 2014 financial statements presented by Mr. Miller. It was requested that he check with Mrs. Trambley after the meeting on the status of collections for lot 58.

The Board reviewed the Financial Statements and Accountants' Report September 30, 2014 prepared by Kirby and Forbes. It was moved, seconded, and passed to approve the report as presented. It was moved, seconded, and passed to transfer \$11,656 from the reserve account to the operating account to reconcile fund balances per the September 30, 2014 financial statements balance sheet.

After discussion of the Association's last fiscal year's income exceeding \$75,000 and the need to have a financial review performed by a CPA, it was moved, seconded, and passed to pay the cost of the financial review. Before the end of fiscal 2014/2015, the Board will review the Association's income to determine the need for a review at the end of the year.

The Association's roads' snow removal services by contractor Al Pombo were discussed. The winter has been light thus far. Service requirements have been minimal.

Mr. Trambley gave a report on the Design Review Committee's activities. Home plans for lot 14 and lot 66 have been given preliminary approvals.

A discussion of vinyl window installation in Association homes was held. Windows in Pine Forest homes are required to have divided lights with mullions on the outside. Vinyl windows are now being made with divided lights on the outside in vinyl. Allowance of vinyl windows is not stated in the DRC guidelines. The DRC is requesting a policy of no vinyl windows in Pine Forest. The only colors in which they are made are white and almond, not allowable colors in Pine Forest. Painted vinyl scratches and cracks, does not take the heat well, and also sags. The windows are very cost efficient and have a good thermal break.

After discussion it was moved, seconded, and passed unanimously to send a proposed policy that “vinyl windows are not approvable in Pine Forest” to the membership at least 30 days in advance of the next board meeting where it will be an agenda item for adoption.

The bear box installed without DRC approval at a house on Comstock Drive was addressed. The refuse receptacle is in an unauthorized location. The Board directed that the property manager write a letter to the owner giving him 30 days to remove the bear box. If not removed at the end of 30 days he will be assessed a \$250 fine for each month that it stays in place.

Homeowner comments on items not on the agenda were heard. A letter from the owner of lot 31 requesting a change to the rental policy was discussed. Currently there is a 90-day minimum for short term rentals. It was decided that this topic will be considered at the next annual meeting. Homeowners’ comments on sticking with the current rules or changing them will be heard. The owner will be sent a letter explaining this. It was requested that Mr. Miller research whether the Association has a fine system in place for violation of the short term rental provision in the CC&Rs.

The next meeting was scheduled for 4 p.m. Monday, April 13<sup>th</sup> at the CAMCO office.

There being no further business, the meeting was adjourned at 5:03 p.m.

Respectfully submitted,

Peter Miller  
Property Manager