



Pine Brook Hills HOA

Board Meeting Minutes

October 20, 2020, 7pm

Due to COVID 19, the HOA Board Meeting was held virtually.

Attendees:

Board Members:

Sylvia Andrejczuk, President
Bob Loveman, Treasurer
Mike Von Hatten, Secretary
Rob Quinn, Member at Large

Committee Chairpersons:

Mike Von Hatten, Enhancement
Rob Mohr, ARC
Peter King Smith, Roads
Catherine Von Hatten, Pine Brook Press
Allen Saville, BMFPD Liaison

- A. Welcome
- B. Recognize Guests: none
- C. Public Comments: none
- D. Review and Approval of Minutes from previous Board Meeting (July 21, 2020): approved
- E. Major Discussion Topics
 - 1. Reelection of HOA Officers at the October 27, 2020 Membership Meeting
 - a. Officers serve for one year until January 1 or until replaced
 - b. Plan A: hold brief meeting in Community Center parking lot for election
 - c. Plan B: hold meeting virtually for election
 - d. Sylvia to send out notice to community on selected plan
 - 2. Mailbox Vandalism/Theft
 - a. Vandalism/theft continues in NCB area
 - b. Staci York is working with USPS on installation of commercial grade gang mailboxes
 - c. Residents should empty mail from dusk to dawn
 - 3. PBH Website: see F9 below



Pine Brook Hills HOA

4. Treasure's Report
 - a. Cash balance (checking, savings, PayPal) = \$44,138.06
 - b. Dues received: \$33,686.11
 - c. Ad billings received: \$4,301
 - d. All major bills have been paid (mitigation, PB Press, insurance, etc.)
 - e. YTD expenses = \$38,580.29

F. Committee Reports

1. Enhancement – Mike Von Hatten
 - a. Continuing to attempt installation of parking lot lights
2. ARC – Rob Mohr
 - a. 17 new applications
 - b. Fence around entire perimeter of property submitted for 574 NCB. One neighbor expressed concerns...issue resolved.
 - c. List of submittals under review and approval needs to be updated monthly. Peter suggested a spreadsheet linked to the ARC page of the website. Rob to send list to Peter.
 - d. Megan Miller to join ARC
3. Roads – Peter King Smith
 - a. See road article in Fall edition of PB Press
4. Pine Brook Press – Catherine Von Hatten
 - a. Fall issue has been delivered
5. Forest Health – Jim Adams
 - a. Group activities have been suspended
 - b. Technical coordinator has inspected several properties
 - c. Produced new flyer for spurge removal
 - d. Letters sent to absentee owners requesting permission to treat spurge
 - e. Coordinating with Peter to provide website information
6. BMFPD Liaison – Allen Saville
 - a. Station 2 in Boulder Heights on hold until Spring
 - b. Some crews are serving out of district...Colorado and California
 - c. Two fires adjacent to BMFPD have not directly impacted the district. Evacuation orders and warnings were issued for areas of the district.
 - d. Department has received significant donations during the fires.
7. Social – Emelie Griffith
 - a. Peter has built Social webpage with Emelie's documentation
8. Welcome - Heather Fenity
 - a. Peter has built Welcome webpage with Heather's documentation



9. PBH Online – Peter King Smith
 - a. New PBH website: <http://pinebrookhills.org/200423>: approved
 - b. Site is secure and old site will be replaced in 1-2 weeks
 - c. Need to find a new Webmaster or Co-Webmaster to assist Peter
 - d. Post volunteer article in Pine Brook Press
 - e. Approval needed for Longmont Computer to perform routine maintenance and backups starting November 1 and ongoing development as needed: approved

G. Quarterly Programs

H. Old Business

1. Recruiting needs
 - a. Webmaster or co-webmaster
 - b. Enhancement
 - c. Forest Health
 - d. Aging in Place
2. Check with Secretary as to outstanding assignments and tasks to be completed
 - a. VRBO at 27 Pine Needle Rd. has been addressed
 - b. Pine Brook Press needs 2021 meeting dates
 - Board and Community Fund Meetings
 - Membership Meetings:

I. Review of Action Items from Meeting

1. E1d, F2c, F9b, F9c, F9d

J. Reminders

1. PBH HOA membership meeting – Tuesday, October 27, 2020 – see E1 above
2. PBH HOA board meeting – Tuesday, January 19, 2020
3. PBH HOA membership meeting – Tuesday, January 26, 2020

K. Adjourn Meeting