



Pine Brook Hills HOA

PBH HOA Board Meeting

7 pm, July 18, 2023

PBH Community Center

Attendees: Kevin Smith, Rob Quinn, Sylvia Andrejczuk, Rob Mohr, Jim Adams, Ethan Lake, Bob Loveman, Megan Shields

1. Welcome by the President.
2. **Election of Secretary**- As no candidate for Secretary has been found this year, Rob Quinn stated that he would be willing to serve, on an interim basis, as Secretary of the HOA until a replacement can be found, or through the end of 2024. Upon the motion of Bob Loveman, which was seconded, the election of Rob Quinn as interim Secretary was approved by a unanimous voice vote of the Board.
3. **Approval of Board Meeting Minutes**- A motion to approve the April 25, 2023, Board meeting minutes was made, seconded, and approved by a unanimous voice vote of the Board.
4. **Short-Term Rentals**- The President reminded attendees of the PBH Covenants requirement that the lease of property in PBH may not be for less than 30 days.
5. The President reported on the retirement of Bob de Haas as Manager of Pine Brook Water and a ceremony honoring Bob de Haas to be held at the August 20, 2023, HOA Ice Cream Social.
6. The President reminded attendees of the need to have a slate of HOA officers and board members in place for the election of HOA officers and board members at the fall HOA Members meeting. There was also discussion of the need for the Board to make long-term arrangements for the maintenance and upkeep of the Memorial Garden.
7. **Treasurer's Report**- Bob Loveman reported that to date \$39,000 has been spent by the HOA in 2023. He reminded attendees that a good portion of those funds were holdover expenditures from fire mitigation funds unspent in 2022.
8. **Amendment of the HOA Bylaws re: Treasurer**- The President advised attendees that the current Treasurer would be term limited from continuing as Treasurer under the HOA Bylaws. A discussion was held as to whether to amend the HOA Bylaws to permit the current Treasurer to continue serving as Treasurer beyond 2023. A motion was made to approve the amendment of the HOA Bylaws to permit the Treasurer to continue serving after six years for successive one year terms, upon the vote of two-thirds of the HOA Board for each term. The motion was seconded and approved. Rob



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Quinn agreed to draft and circulate such a written amendment to the Bylaws for the review of the Board. After approval by the Board, the amendment will be presented to the HOA Members for approval.

9. **Report of the Firewise Committee-** Chair Rob Quinn reported on the June 4th HOA block parties held to raise fire mitigation awareness. There were six block parties hosted by PBH neighbors. The attendance was good, especially in light of the persistent rain the entire day. Rob Quinn escorted Chief John Benson, Wildfire Mitigation Crew Chief Andrew Boersma, and Wildfire Partners Mitigation Specialist Craig Jones to each of the parties, where they gave presentations on PBH residents about preparing their homes for wildfires and creating defensible spaces. Many thanks to the hosts were offered.
10. **Report of the ARC Committee.** CO-Chair Rob Mohr reported on the status of ongoing construction projects in PBH, including those on Wild Horse Circle and Timber Lane. ARC is monitoring those projects and working with the residents.
11. **Report of the Forest Health Committee.** Chair Jim Adams reported that due to ongoing health issues, the HOA needs to find a new Chair for the Committee. Jim was thanked for his many years of service as Chair of the Committee.
12. **Report of the BMFPD Liaison-** Paul Munding provided a written report that recommended residents scheduling time with the BMFPD Mitigation team to maintain the defensive space around their homes. He also noted the recent dry conditions increase wildfire risk.
13. **Report of the Newcomer Committee.** The President read the report of Chair Joyce Colson. She reported that educational material on fire mitigation educational were distributed at the June HOA block parties. In addition, Joyce has discovered approximately 50 people of people who are living in PBH but are not listed in the PBH Directory. A letter has been sent to those people regarding signing up for the PBH Directory, PBH Alerts and other evacuation notices. She will follow up with social media postings.
14. **Report of the Social Committee.** Chair Megan Shields discussed the various efforts to organize and supply the June PBH Block Parties. She also discussed the plans for the upcoming HOA Ice Cream Social on August 20th at the Community Center.
15. **Reminders-** The HOA is seeking volunteers to serve on the 2024 Officers and Directors slate, the Chair of the Enhancements Committee, and the Chair of the Forest Health Committee.



16. A motion to adjourn was made, seconded, and approved by a unanimous voice vote of the Board.