



Pine Brook Hills HOA Board Meeting Minutes October 17, 2023, 7:00 pm PBH Community Center

Attendees: Kevin Smith, Bob Loveman, Rob Quinn, Sylvia Andrejczuk, Rob Mohr, Peter King-Smith, Brandon Saltmarsh

- A. **Welcome:** The President introduced resident Brandon Saltmarsh to the other attendees. Brandon Saltmarsh has agreed to be the chair of the Enhancements committee and to become the Vice President of the HOA in 2024.
- B. **Recognize Guests:** none
- C. **Public Comments:** none
- D. **Review and Approval of Board and Member Meeting Minutes:** A motion to approve the January 24, 2023, Member meeting minutes, the April 25, 2023, Member meeting minutes, the July 18, 2023, Board meeting minutes, the July 18, 2023, Community Fund Board meeting minutes, and the August 20, 2023, Member meeting minutes was made. The motion was seconded and approved by a unanimous voice vote of the Board.
- E. **Major Discussion Topics**
 - 1. **Election of New Officers for 2024-** The President proposed a slate of Officers for the HOA in 2024 as follows: Ethan Lake, President; Brandon Saltmarsh, Vice-President; Art Markey, Secretary; Bob Loveman, Treasurer; and Kevin Smith, Member at Large. A motion was made that the slate of officers proposed by the President be approved. The motion was seconded and approved by a unanimous voice vote of the Board.
 - 2. **Committee Chairs for 2024-** The President proposed that all of the current Committee Chairs would continue to serve for 2024, and that Brandon Saltmarsh be appointed as Chair of the Enhancements Committee. This was approved by a unanimous voice vote of the Board.
 - 3. **Treasurer's Report-** Bob Loveman provided a YTD statement of revenues and expenses. He reported that YTD, the HOA had collected \$34,482 (from about 75% of residences) and had expenses of \$46,689. The extra expense was covered by prior year reserves from mitigation work budgeted but not completed in 2022. A question

was raised as to whether the HOA should increase its voluntary dues from \$75 annually per residence. After discussion, the issue was tabled for a future meeting.

4. **Amendment of the Bylaws-** At the July 2023, a motion was approved to amend Section 2 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 President presented a draft amendment to the Bylaws to accomplish this. The President also set forth some objections to the amendment presented by some residents. After discussion, a motion was made to approve the draft amendment to Section 2 of the Bylaws. The motion was seconded and approved by a unanimous voice vote of the Board.
5. **Report of the ARC Committee.** Co-Chair Rob Mohr reported on the status of ongoing construction projects in PBH, including those on Valley View and Timber Lane. ARC is monitoring those projects and working with the residents.
6. **Report of the Firewise Committee-** Chair Rob Quinn reported that the deadline to file the renewal application to enable PBH to continue to be a Firewise Community for 2024 was November 18, 2024. He stated that the application would be filed with the national Firewise program in November. He encouraged PBH residents to report their mitigation investments on the Firewise page of the HOA website, and stated he would post messages to the PB forums to encourage this reporting.
7. **Report of the Newcomer Committee.** Chair Joyce Colson sent a written report to the President. She stated that fifteen newcomer letters (incl. directories, fire, mitigation and PBH HOA info.) were sent out by hand delivery to new residents in August 2023. She advised that she would post notices in the PBH social forums asking existing residents and newcomers to contact Newcomer@PineBrookhills.org regarding newcomer information and directories.
8. **Report of the HOA Webmaster-** The President provided the written report of Chair Cindie Baker. She reported that she had recently updated the HOA website homepage (replaced spring spurge blurb with one about putting on winter tires). She requested that Board members and Committee chairs continue to send her information/documents that need to be updated/added to the site.
9. **Roads Committee-** Chair Peter King-Smith provided an update on the status of discussions with the current Boulder County Commissioners on rehabilitating roads in unincorporated Boulder County and how this work could be funded.



10. **Report of the Social Committee.** Chair Megan Shields provided a written report that the Ice Cream Social was a hit - big thanks to helpers Sylvia Andrejczuk, Joyce Colson, and Nancy Mohr. She also reported that the Committee was planning to hold Holiday clothing drive Nov-Dec., and that the Committee was exploring Pine Brook Hills Porchfest/Party in the Hills for 2024.

11. **Pine Brook Press-** Chair Mark Cronshaw provided a written report that several community members are extremely helpful in providing articles and photographs, as well as doing proof reading, coordinating advertisements and the mailing list. He complimented the work of the PB Press layout person Jo Scoville.

12. Reminders- The HOA is seeking volunteers to serve as Chair of the Forest Health Committee.

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