



## Pine Brook Hills HOA Board Meeting Minutes July 23, 2024, 7pm

### Participants:

#### Board Members:

Ethan lake, President  
Brandon Saltmarsh, Vice President  
Andy Minden, Treasurer  
Art Markey, Secretary  
Kevin Smith, Member at Large

#### Committee Chairpersons:

Brandon Saltmarsh, Enhancement  
Peter King Smith, Roads and IT/Website  
Rob Quinn, Firewise/Pinebrook Directory  
Rob Mohr, Architecture

- A. Welcome
- B. Recognize Guests: None in Attendance
- C. Public Comments: none
- D. Review and Approval of Minutes from previous Board Meeting (April 23, 2024): approved  
Motion to approve by A. Minden, seconded by A. Markey
- E. Major Discussion Topic

A vote was taken to remove Bob Loveman from the Treasurer position, and authorize Andy Minden to access to the Schwab account, and provide Kevin Smith oversight and secondary signature authority on the Schwab account. Sylvia Andrejczuk and Rob Quinn were also removed from Schwab account access. Motion to approve by B. Saltmarsh and seconded by A. Markey

#### Treasurer's Report – Andy Minden

Andy notified the group that he has upgraded the accounting system from the grouping of spreadsheets being used to the Quickbooks system, which will be used going forward.

- a. \$33,440 in dues received from residents and \$1,830 from PBP ad revenue
- b. \$325 interest income
- c. Bank Cash \$14,371.
- d. In June, reserve funds of \$25,000 were invested in a 7 month CD at 4.67%



# Pine Brook Hills HOA

e. Also, A discussion of the possibility of separation of funds for the operation of the PineBrook press, with further investigation of the process needed to accomplish this.

1. Directory – Rob Quinn  
No update
2. Enhancements committee - Brandon Saltmarsh  
Brandon did request increased funding for a number of projects he has planned and Stated he has repaired the street sign that was down and a community library has been Installed at one intersection and is being used by residents.
3. Roads – Peter King Smith  
Peter stated that there is a new department director and at this time she does not support a separate budget line item for subdivision road repair /maintenance.
4. Forest Health –  
No report
5. BMFPD Liaison – Paul Mundinger  
No Report
  
6. Social  
Megan has requested a budget line for block parties and because of a lack of volunteer participation the ice cream social will be re-scheduled for September.
7. Newcomer committee – no report
8. Welcome – no report
9. Website – no report
10. Firewise -Rob Quinn  
A firewise speaker, Matt Morris, is scheduled for the summer public meeting (July 30)
11. PB Press – Requested an article from the board for the next issue.

## F. Nominating Committee for Treasurer - Nancy Mohr

Nancy Mohr was appointed the nominating chair by R. Loveman, seconded by B. Saltmarsh

Via email communication for the fall 2024 HOA officer election, the committee has approved that the positions of President, Vice President, Member At Large and Treasurer shall be filled for one more year by, Ethan Lake, Brandon Saltmarsh, Kevin Smith and Andy Minden, in that order

## G. Reminders

1. PBH HOA Membership Meeting – Tuesday, July 30, 2024

## H. Adjourn Meeting

Motion to adjourn was made by A.Markey and seconded by K.Smith at 8:19PM