**PINEY-Z HOMEOWNER ASSOCIATOON**

Meeting Minutes

May 21, 2019

The meeting was called to order at 6:05 P.M.

Present: Cindy Saginario, President

 Sam DiConcilio, Vice President

 Diana Swegman, Treasurer

 Jane Greene, Secretary

 Chris Shoemaker, Committee Liaison

Cindy intended to recognize Ola Joyce and Frank Cicione for their service to the HOA but as neither was present, she stated certificates will be presented at the June 18th HOA meeting.

Guest: Cheri Garbark, owner of Lewis Property Management, who explained the transition to “Portal”, an online program for all our committees and homeowners. It is expected to be up and running by the end of July or August.

Jeremy Anderson, HOA attorney, was not available to attend this evening’s meeting.

**MINUTES:** The minutes from April were discussed. Sam moved to accept the minutes, Diana seconded and they were approved unanimously.

**FINANCIALS:**

February and March: As there remain questions regarding February, March and April reports, they were not approved. Chris motioned to table the financials. Jane seconded, and it was approved unanimously.

 **COMMITTEE REPORTS:**

**ACC:** reported three requests, all approved.

**Standards**: Phillip Worts has agreed to become the chair of the Standards Committee. Chris motioned to accept Phillip as the Chairman. Diana seconded and it passed unanimously. Phillip made the request for self-policing of the neighborhood. He also stated the need for 4-5 more volunteers for the committee. Changes to both the Committee Description and the Covenant Enforcement Manual were recommended to streamline the violation process, include a friendly reminder postcard prior to the First Notice of Violation, and to reflect the use of electronic communications (email or Portal). The wording of the First Notice of Violation letter was amended to reflect these changes. We also approved that meetings may be held by conference call, rather than in person.

Jane made the motion to approve all the changes to the Standards Committee. It was seconded by Chris and approved unanimously.

Chris motioned to accept the changes to the First Notice of Violation. Jane seconded, and it passed unanimously.

**Hearing:** Changes were recommended to the Committee Description and the Covenant Enforcement Manual to reflect that residents receiving a Second Notice of Violation **MUST** request a hearing date by email if they wish to dispute the violation or believe it was issued in error. The date that the fine begins was clearly defined as the fifteenth (15th) day after the date of the Second Notice of Violation. Meetings may be held by conference call if no resident requests a hearing in front of the committee, otherwise they are to be held at the Lodge. Monthly meetings will be changed to bimonthly meetings in the new fiscal year, 2019-20 to match the bimonthly board meetings.

Sam made a motion to approve the changes to the Hearing Committee description and the Covenant Enforcement Policy. It was seconded by Chris and passed unanimously.

Sam motioned to approve the Second Violation Letter changes. Chris seconded and it passed unanimously.

After discussion, Chris motioned to amend the Second Violation Notice to include Lewis Property Management phone number. It was seconded by Diana and passed unanimously.

There was discussion about “forgiving” the current violation list and starting fresh. Chris made the motion that Standards and Hearing Committees should continue with the current list of violations. It was seconded by Sam and passed unanimously.

**Landscape:** No report submitted prior to meeting. Trisha stated there is no light on the right side of Planter’s Ridge and the bushes growing through the fence along Conner need to be trimmed. She also stated the flower beds are overrun with dollar weed.

The Social and Crime Watch Committees do not exist presently.

**OLD BUSINESS:**

Bylaws revisions –Article VII Sect 1(b and f) and Article XVI and Article XVIII Sect 7- language pertaining to suspending the rights to using the common areas were stricken because they are unenforceable.

Article VII Sect 2(c3) and Article X were amended to send only one late notice thirty days after the October 1st due date of annual assessments, assigning accruing interest as of that date, plus costs of bringing legal action including liens, against the property.

Article VIII, Sect 8(d) amends a second signature on all disbursements over $500 except recurring monthly charges.

Article XII defines the fiscal year and eliminates extraneous language.

Article XV is eliminated. Remaining Articles are to be renumbered.

Article XVII the Appeals Committee is renamed as the Hearing Committee to align with common practice.

Article XVII Sect 3 z9s, b, d, e) amended to require a minimum of three members to a committee, but eliminates the maximum of five members.

Article XVII Sect 5 is eliminated.

Article XVII Sect 6(f) “Attendance at meetings shall be in person” is eliminated to allow phone conferences.

Article XVIII Enforcement Sect 1-8 Language changes made to be in accordance with the prior Standards, Hearing Committee descriptions and the Covenant Enforcement Manual listed herein.

Sam made a motion to approve the Bylaw revisions. Jane seconded, and it passed unanimously.

Website: Jane made a motion to approve additional $150 for the development of the new website. Sam seconded and it passed unanimously.

Chris made a motion for the HOA meetings to be held every other even month in the new fiscal year. Sam seconded and it was approved unanimously.

The chair of the Nominations Committee must be a current Board member not up for re-election. Diana volunteered to chair the Nominations Committee. The Board agreed to appoint Diana as chair. Frank will work with her on the committee.

NEW BUSINESS:

There was a request to allow on-street over night parking of law enforcement vehicles to serve as a possible deterrent to the multiple car break-ins the neighborhood is experiencing. The Board decided to uphold the covenants and restrictions which forbids street parking overnight.

Cindy announced there would be a Neighborhood Prep meeting at the Lodge on Wednesday, May 30th at 7PM. All present were invited to attend. There is a “Build Your Bucket” event scheduled for the June 18th HOA meeting.

**ADJOURN:** Chris motioned to adjourn at 8:45PM. Jane seconded and it passed unanimously.