

**Pinewood Lakes Master Board Meeting
Meeting Minutes
February 28, 2022 Star Firehouse**

4:00pm Call to order

Location: Zoom

Board Members Present: Pat Rounds, Danielle Smith, Ben B Gagnon, Danyelle Thayer

Reserve Board Member: John Tenson

Guests: Jim Muro, Vicky Shaw

Minutes from Feb 7, 2022 meeting. Pat motion to approve as written. Dani 2nd. All approved.

Visitor forum: Jim Mora and Vicky Shaw shared their background and why they would like to be on the Master Board of Directors.

Dani makes a motion to appoint Jim and Vicky Shaw to the Master Board of Directors until Annual Meeting in April 2022. Danyelle 2nd. All in favor.

Reserve Report:

- Annual meeting April 5th.
- Policy to put \$7K to an index fund so in 50 years so there will be money for new streets, etc.

Old Business

- Pool
 - Members keys project – Access Integration – previously approved.
 - \$2229 plus \$10 a month.
 - Pat to call to confirm quote– and email so we can agree to move forward.
 - Pat requested documentation for exit button compliance from Star Fire.
- RV Lot:
 - Gate issue: being fixed today. Justin -
 - Clean up to be scheduled 1st week of April
- Landscaping
 - Canal dredging –Danielle makes a motion for Mini excavator dredging canal disposed on edge of bank adjacent to canal to be scheduled for November 2022. 2nd Pat. All in favor.
 - Will seed dirt piles if needed.
 - Mass email will be sent to explain what and how it's happening to minimize complaints. It must be completed.
 - Schedule path resurfacing in Spring 2023.
 - New bench – Danyelle makes a motion to purchase 1 bench and placed by the basketball hoop. Dani 2nd. All in favor.
 - New tree requests - \$15K for trees and shrubs in budget.
 - Contact Jamie about tree request and the issues involved.
- Design modification committee
 - Nothing to report at this time.

- Financials. Still do not have any from AMI.
 - Revised budget – Pat will email to everyone.
- Christmas light bids - \$20 to \$25 per strand.
 - Need additional quotes:
 - Clear choice
 - We hang Christmas Lights
 - All Pro
 - Search star community page for Christmas light companies
- Capital expenditures:
 - Decision to present a couple different projects at annual meeting to improve community
 - Swing set at playground
 - Cabana at end of pool
 - Miniature golf
- Violation Reports – none because AMI has not done any reports for several months.
- Timeline of monthly project to dos
 - Board to add to the document on shared drive.
- Scanning of archived documents – 10 boxes.
 - Ben has agreed to scan and put important archived documents on the shared drive.
- AMI – not upholding contract. Do nothing.
- CC&R revision revival
 - Review section:
 - DocuSign has been confirmed again as legitimate way to obtain signatures for the amended cc&r to be approved
 1. Red line version – find softcopy
 2. Draft a letter explaining – see if can find something. If not, rewrite
 3. DocuSign link set up and loaded. Cost was sent to board awhile ago.
 4. Letter mailed to everyone
 - and also ask for email by emailing this email:
 - include announcement of annual meeting
 5. Mass Email – email those we have emails for. Email to include redline and final copy.
 6. Present at annual meeting
 7. Then determine what emails we still need
- Food trucks – contact is Glenda
 - Danyelle makes a motion to bring food trucks to once a month to park at pool area to bring to the community. Pat 2nd. All in favor.
 - Pat to contact Glenda to organize
- Annual meeting
 - Notice of meeting needs to be sent by ?
 - Everyone will review agenda and add as needed. Will approve at March board meeting

New Business

Meeting adjourned

To do's from 2/28/22 Board meeting:

- 1. Danielle to send pictures of cabana ideas for pool area**
 - 2. Exist button compliance documentation from Star Fire**
 - 3. Pat to confirm quote for pool key cards and email everyone**
 - 4. Pat to order new bench for basketball area**
 - 5. Pat to schedule canal dredge for Nov 2022**
 - 6. Danielle to contact Jamie regarding issues with tree requests**
 - 7. Pat to email everyone revised budget for review and approval**
 - 8. Additional quotes for Christmas lights from vendors**
 - 9. Danielle to email ideas for cabana at pool to get quotes**
 - 10. Ben to get boxes of archived documents and scan**
 - 11. Everyone to review proposal from new management company**
 - 12. Danielle to find CC&R redline version**
 - 13. Ben to draft a new letter – or revise existing (on google drive)**
 - 14. Look for DocuSign costs**
 - 15. Annual meeting: Notice of meeting combined w CCR letter?**
 - 16. Annual meeting, announce on FB**
 - 17. Annual meeting, email blast.**
 - 18. Everyone to review annual meeting agenda sent previously**
 - 19. Pat to contact Glenda to set up food truck event**
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- 20. Review language in CC&R revision:**

4.5 Trade or Business. No trade or business of any kind may be conducted in or from any Lot; provided, however, an owner or occupant of a Lot may conduct such business activity from such Lot so long as: (a) the existence or operation of the business activity is not apparent or detectable by sight, sound or smell from the exterior of the owner's or occupant's dwelling on the Lot; (b) the business activity conforms to all zoning requirements for the Lot; (c) the business activity does not involve persons coming onto the Lot who do not own or occupy the Lot; (d) the business activity does not increase the liability or casualty insurance obligation or premium of the Association; and (e) the business activity is consistent with the community-wide standard and does not constitute a nuisance or hazardous or offensive use, as may be determined in the sole discretion of the Board.

The terms "business" and "trade," as used in this Section 4.5, shall be construed to have their ordinary generally accepted meaning and shall include, without limitation, any occupation, work, or activity undertaken on an ongoing basis which involves the provision of goods or services to persons other than the provider's family and for which the provider receives a fee, compensation, or other form of consideration, regardless of whether: (i) such activity is engaged in full- or part-time; (ii) such activity is intended to or does generate a profit; and (iii) a license is required therefor (iv) owners employees must park in owners driveway.

An owner or occupant of a Lot shall not, without the prior written consent of the Board, make any structural alterations in or additions to the owner's or occupant's dwelling on the Lot, make any interior alternations in or additions to such dwelling visible from the exterior of such dwelling, or make any alterations in or additions to the exterior of such dwelling or to any other portion or portions of the Common Area to facilitate such trade or business. Provided, however, the intent of such restriction is not intended to interfere with the original construction or modification of any such dwelling on a Lot as provided further herein.
