

Pinewood Lakes Master Board Meeting
Meeting Minutes
March 28, 2022 Star Firehouse

3:45pm Call to order

Location: Star Fire

Board Members Present: Pat Rounds, Danielle Smith, Ben B Gagnon, Danyelle Thayer, Jim Muro, Vickie Shaw

Reserve Board Member: John Tenson

Minutes from Feb 28, 2022 meeting. Jim motion to approve as written. Danyelle 2nd. All approved.

Visitor forum:

Reserve Report:

- Nothing to report

Old Business

- AMI: gross violation of contract was discussed.
 - Motion to send out RFP for management services by Danyelle, Pat 2nd motion. All in favor: YES.
 - RFP to be reviewed and sent out by Friday
 - Committees to review and present proposals to Board for approvals
- CC&R revision revival
 - Proposed language for section 4.5. It was brought up at last meeting by John Tenson to review this paragraph
 - Board has decided to leave as is
 - Ben will write up a summary of changes to inspire people to approve.
- Annual Meeting
 - Agenda Items were reviewed and completed
 - Presentation by Ben Gagnon
- Pool
 - Access Integration key system has been ordered
 - No date on when it will arrive
 - Needs to be integrated before Pool opens
- RV Lot:
 - Clean up scheduled for May.
- Landscaping / Irrigation
 - Canal dredging has been requested for November 2022, with no confirmation back
 - Possibly plant bulbs to come back each year. Danyelle will talk with Aloha.
- Design modification committee
 - Nothing to report at this time.

- Financials.
 - Financials finally sent over and there are some errors
- Christmas light bids
 - Have list of companies now and will send out for bid
- Violation Reports – none because AMI has not done any reports for several months
- Timeline of monthly project to dos
 - Brought print out of each month and everyone added to it
 - Danielle will update the document on shared drive.
- Scanning of archived documents
 - Ben is continuing to scan
 - All relevant documents to be put on the shared drive
- Food trucks – contact is Glenda
 - 1st Thursday of month by pool area
 - Signs will be made to put around neighborhood
 - Email / FB blast

New Business

Meeting adjourned

To do's from Board meetings:

- ~~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 - attempted
 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. Ben to get boxes of archived documents and scan – in progress
 - ~~10. Everyone to review proposal from new management company~~
 - ~~11. Danielle to find CC&R redline version~~
 12. Ben to draft a new letter – or revise existing (on google drive)
 13. Danielle look for DocuSign costs
 - ~~14. Annual meeting: Notice of meeting combined w CCR letter?~~
 15. Annual meeting, announce on FB
 16. Annual meeting, email blast.
 17. Everyone to review AND approve annual meeting agenda - Danielle will then send to AMI
 - ~~18. Pat to contact Glenda to set up food truck event~~
 - ~~19. Review language in CC&R revision:~~
 20. Ben to create PowerPoint for annual meeting to include agenda, pictures of capital improvements, etc.
 21. Ben and Pat to review RFP and send out to management companies.
 22. Danyelle to meet with Aloha to talk about the flower / bulb situation
-