

# ***Pine Summit Single Family Homeowners Association***

## ***Board Meeting Minutes***

November 19, 2006  
Board Member Hamlin's Home

### **I. Roll call**

Board Members Present: Alicia Farbstein, Lee Bacon, Kelly Luke, Scott Domeier, Melissa Hamlin

### **II. Call to order**

6:12 pm

### **III. Approval of minutes & agenda from last meeting**

The agenda was approved for current meeting. The October 22, 2006 board meeting minutes were approved by all members of the board.

### **IV. Gassen**

A representative from Gassen was supposed to be present; however, they did not show. We tried several times to reach Tosh Tricas, but could not get a hold of him.

### **V. Financial Report**

- Everything has been received from Personal Touch.
- All finances are currently in transition between Personal Touch and Gassen. The billing's will be sent out as soon as Gassen makes sure that they have the correct information. Scott is working with them on this.

### **VI. Committee Updates**

#### **a. Maintenance:**

- **Scott will do a newsletter article** explaining why the 65<sup>th</sup> St. berm project is being put off until the Spring.
- **This is being passed on to Gassen.** There is a tree that needs to be replaced in the Indigo island.

#### **b. Architectural:**

- **Lee will be sending a letter out with Maintenance Agreements to get people's Architectural requests up to date.**
- Lee has sent the application for 6927 Sunflower's fence back denied until the height is lowered to 4 foot. **Gassen will be informed of this to follow up on it.**

#### **c. Social:**

- Alicia will put a garage sale update in the newsletter. We will also be having another garage sale in the Spring.
- The committee is working on putting together a house decorating contest for the upcoming holidays. The committee is also looking into having Santa visit our neighborhood.
- We've decided not to go any further with info. requests for a directory at this time. We will wait to see how Gassen handles this with the website, etc.

d. **Nomination:**

- There are 2 board positions that will be vacated in January. Kelly and Scott said that they would like to vacate their positions. They will both be putting their names in to "re-run" in the January election.
- **Melissa will write an article for the newsletter about each position and what the requirements to be a board member are, etc.** Will get to Alicia in the next day or two.
- Alicia and Nancy will count votes at the annual meeting. **Melissa will contact Nancy to let her know.**

VII. **New Management Company**

- As of November 1, 2006 we have signed with Gassen Companies to take over our management needs (see binder for more info. on Gassen).
- Kelly will personally go retrieve the box of our things from Kay at Personal Touch and deliver it to Gassen Companies.

VIII. **Violations Letters Update**

- **We need to send letters** still to the house with the antennae, the house with the car with 4 flat tires, and the 5 foot fence. These will be handed over to Gassen to send letters out.
- There was some discussion as to what to do with the house on 70<sup>th</sup> that was given approval for a 5 foot fence. Should the Association pay for them to have this lowered? **Nothing was decided.**
- Alicia did find out that the boat on Cattail is gone and that the Spider house is gone.

IX. **Newsletter**

- **Everyone should have their articles to Alicia ASAP.**
- **Kelly will talk to Jodi to try to find out prices for color copies from Gassen.**

X. **Rules and Regulations update**

- These are ready to go. **Alicia will work on getting these sent out.** They will be sent Certified Mail.

**XI. Annual Meeting Info.**

- January 23, 2007 at 6:30 pm. **Mel will call the Library to see if it's available.**
- Info. can be sent out anytime after November 24.
- We need to include: proxy, volunteer form, last year's minutes, agenda and financial report (May 30, 2006) in the mailing.

**XII. Old/New Business**

Discussion: Updated Bylaws

Conclusion: **Kelly will get CD made for them to be "editable".**

Discussion: Antenna house.

Conclusion: **Kelly will talk to Gassen about how to proceed with this.**

**XIII. Future Meeting Dates**

Meetings have been set as follows:      December 11<sup>th</sup> – spouse's invited to join us  
someplace for dinner and a quick meeting

January 8<sup>th</sup> – 6:00 pm at Lee's

**XIV. Adjournment**

8:30 pm

Minutes submitted by: Alicia Farbstein