

PINE MEADOW RANCH OWNERS' ASSOCIATION
MONTHLY BOARD MEETING
IN PERSON & VIA ZOOM VIDEO CONFERENCE
November 14, 2023

In Attendance: George Sears, President; John Adams, Vice-President; Chris Moore, Secretary; Marty Hansen (Area 2); Joe Pagel (Area 3)

The Board held a short regular meeting following the annual meeting.

George Sears called the meeting to order.

Minutes

The Minutes of October 17, 2023, were mentioned but a motion was never made to approve. Minutes were tabled.

Monthly Budget Review

The Board reviewed the unpaid bills.

MOTION: George Sears moved to pay the unpaid bills detail. Joe Pagel seconded the motion.

VOTE: The motion passed unanimously.

Mr. Sears reported that the HOA was transitioning the credit card that Jody and Carol use with their personal names on it and replacing it with an PMRHOA business credit card through Zions Bank. The Board needs to approve George Sears and Carol Steedman to sign for the credit card. He noted that he and Carol previously had signing authority. Mr. Sears explained that Jody never had signing authority. However, he needs approval to use the card. The expense would need to be authorized by Mr. Sears or Carol if the charge is significant.

Mr. Sears stated that there was an issue in the audit report done in 2013/2014. At that time, the auditors would not approve the audit report. Mr. Sears clarified that they were in the process of cleaning things up. The card will be in the name of Pine Meadow Ranch. The credit line is based on the financial status of the HOA and not Jody's personal financial position.

The same two people who have authorization to sign checks also have the responsibility to sign off on the credit cards, which are currently George and Carol. The Bank has asked for verification that the Board voted to approve the credit cards and that George and Carol have signing authority on expenses.

MOTION: George Sears moved to approve having the name Pine Meadow Ranch on the credit

cards from Zions Bank and that George Sears and Carol Steedman have the signing authority to approve the expenditures associated with the credit cards. Marty Hansen seconded the motion.

VOTE: The motion passed unanimously.

Ratifications

Mr. Adams noted that the Board needed to ratify an electronic vote to spend up to \$100,000 on the collapsing downhill lane of Tollgate Canyon Road. The motion passed with 8 votes.

MOTION: John Adams moved to ratify the emergency repairs that the Board voted on electronically to approve spending up to \$100,000 on the collapsing downhill lane of Tollgate Canyon Road. George Sears seconded the motion.

VOTE: The motion passed unanimously.

Architectural Review

Mr. Adams reported on a garage that went before the Architectural Review Committee. The Board had approved the garage and after the approval the owner wanted to move it to another location on a downward slope and it will need to be built up three or four feet. The owner went to Summit County and the County gave him other locations that were acceptable. Mr. Adams pointed to the location that the owner selected. Mr. Sears stated that if Summit County had approved the location the HOA Board needed to approve the change for the record.

MOTION: John Adams moved to approve an amendment to the Lot Improvement Plan for Lot PI-E-61, 2293 Pine Loop Road for Brad Sofronas. The Board previously approved the plans, and the only change is to move the garage to a different location. George Sears seconded the motion.

VOTE: The motion passed unanimously.

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The meeting of the Pine Meadow Owners Association Board adjourned.

Pine Meadow Ranch Owners Association
Monthly Board Meeting
November 14, 2023
Page 3
