

**PORTILLO HILLS II HOMEOWNERS ASSOCIATION INC**  
**BOARD OF DIRECTORS**  
**February 9, 2023**  
**Minutes**

Call to Order – Treasurer Ken Quast called the meeting to order at 1:30 pm. He noted for the record that all Board members were in attendance and a quorum was met.

Election of Officers – Treasurer Quast nominated Donna Collins for President; Dennis Nelson as Vice President, James Reid as Secretary and Ken Quast as Treasurer. Motion seconded by Jim Reid. Motion passed unanimously.

President Collins took over the meeting. She would like to let people know she is a proud member of GVR and has 10 years in Portillo Hills II.

Minutes from December 2022 Meeting – Secretary Reid passed out copies of the December minutes. He thanked everyone who served for 2 years. Noted that they love it here and thinks that we should be proud of our country and our troops and he would like to see more flags flown. Secretary Reid moved to accept the minutes. Treasurer Quast seconded. Motion passed unanimously.

Treasurer's report – Treasurer Quast noted that 86 households have paid their dues, 2 not paid yet. He recommends we send them a second notice since past due, 60 days then charge fines. All PHII bills have been paid. Finishing up 2022 closing so next meeting will have a report on 2023. He noted that we are actually within the budget. He also reported that the CD matured in December and he contacted all the local banks. He noted that BMO Harris gave us 4% for 13 months. The balance to roll over was \$36,760, he added enough from the checking to make it \$40,000. The CD matures in January, 2024.

Treasurer Quast reported that the storage shed is increasing fees \$4.50 a month, it will be \$49.50 a month starting on March 1. He moved we stay with the current shed. Charles Logan seconded the motion. Motion passed unanimously.

Treasurer Quast noted that Mr. Beasley passed away and a family member may be taking over the house. We usually charge a \$100 transfer fee. Vice President Nelson moved we waive the fee. Secretary Reid seconded the motion. Motion passed unanimously.

#### New Business

Charles Logan moved that the past board members, except for Ken Quast, be removed as signatures on the checking and CD and that the board authorize the President, Donna Collins, the Vice President, Dennis Nelson and the Treasurer, Ken Quast for signors at BMO Harris Bank, including online access for the administrative assistant. Treasurer Quast seconded the motion. Motion passed unanimously.

Treasurer Quast moved that the current signors be removed from the Safe Deposit Box at BMO Harris Bank and the President, Donna Collins; Vice President, Dennis Nelson, and Secretary, Jim Reid be approved for access to the safe deposit box. Secretary Reid seconded the motion. Motion passed unanimously.

There needs to be a committee to negotiate the Waste Management Contract. President Collins and Charles Logan were assigned to handle the Waste Management Contract negotiations.

#### Announcements

President Collins noted that the next Board Meeting is April 13, 2023 at Las Campanas.

President Collins stated that at the Board meeting in the Fall of 2023, and annually thereafter, the board needs to determine whether or not to continue with the new contract, and if so to negotiate the new price with Waste Management. This is because on July 1, 2024, and annually thereafter, the trash and recycling contract with Waste Management will automatically renew unless between the beginning of January 2024 and the end of March 2024 the HOA President gives Waste Management written notice otherwise. Except for the monthly price, the terms of the contract will not change. If the board does not take any action, then on July 1, 2024 the new rate will be set at Waste Management's sole discretion.

Visitor Comments - none

Adjournment – Treasurer Quast moved the meeting be adjourned at 1:45 pm. Motion seconded by Vice President Nelson. Motion passed unanimously, meeting adjourned.

Respectfully submitted,

James Reid  
Board Secretary

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