

**PORTILLO HILLS II HOMEOWNERS ASSOCIATION INC
BOARD OF DIRECTORS**

February 11, 2021

Minutes

DRAFT

Vice President Chip Lundin called the meeting to order at 1:22 pm.

Vice President Lundin noted all board members were in attendance. He thanked John Fitzgerald for an outstanding job over the last 2 years.

Election of Officers – Vice President Lundin stated that officers need to be elected by the Board.

President – Tom DeVille nominated Chip Lundin for President. Bob Schaffer seconded the motion. No other nominations. Vote was unanimous

Vice President - Tom DeVille nominated John Stanford for Vice President. Bob Schaffer seconded the motion. No other nominations. Vote was unanimous.

Secretary – Chip Lundin nominated Tom DeVille for Secretary. Motion was seconded by Ken Quast. No other nominations. Vote was unanimous.

Treasurer – Ken Quast nominated himself to continue as Treasurer. Motion seconded by Tom DeVille. No other nominations. Vote was unanimous.

Minutes from December 2020 Meeting were presented. There being no questions or comments, Bob Schaffer moved they be accepted as presented. Tom DeVille seconded the motion. Unanimous.

Unfinished Business

Phone Book Delivery – The contact is Bob Hoyler. He needs PHII contact person. After discussion it was decided to ask Harold (Lindy) Lindamood. Lindy was in attendance and agreed to handle this.

Committees will remain the same. Ronda Stanford will do the Crier. Virgil and Connie will need to be replaced since they are moving. Marsha Lundin volunteered to do the block captain for Connie. President Lundin said Virgil has done a wonderful job for us and we will miss him. He noted we will need to locate someone else.

New Business

Motion for banking authorization. After discussion, Tom DeVille moved that John Fitzgerald be removed if he is a signee and that the current President, Vice President and Treasurer be authorized signees. Online access will be granted to the Treasurer and the Administrative Assistant. Ken Quast seconded. Unanimous

Safe Deposit Box Access. Ken Quast moved that John Fitzgerald be removed if he is currently on the safe deposit box access at BMO Harris and the President, Vice President and Secretary be authorized access. Tom DeVille seconded. Unanimous.

Post Office Box Access. Tom DeVille moved that all current Board of Directors and the Administrative Assistant be authorized access to the PO Box. Bob Schaffer seconded the motion. Unanimous. (Key holders are Treasurer and Marge)

Announcements

President Lundin announced that the next Board Meeting is April 8, 2021. He announced that Waste Management bulk pickup will be on Feb 19th.

It was noted that January 2024 is when the conversation on the waste management contract will need to happen. Marge forgot to put the note on the agenda. 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

Bob Schaffer noted that if you have a comment you will need to unmute. Michael Shilling said it was only his 2nd time to attend the meeting and wondered if someone could put together basic things the members need to know on the zoom meetings. Tell the members how and what would happen. Bob said there is a lot of zoom material out there. It is device specific if you use a phone it is totally different than iPad and computer. He noted his experience has been it takes 3 or 4 sessions to figure out where the controls are on each device. He can put together a little pamphlet.

President Lundin thanked John Fitzgerald, Tom DeVille, Ken Quast and Bob Schaffer for serving and welcomed John Stanford to the Board. He thanked the committees and block captains.

President Lundin moved to adjourn at 1:35 pm. Tom DeVille seconded. Meeting was adjourned.

Respectfully submitted,

Tom DeVille
Board Secretary

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