

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

February 10, 2022

Minutes



President Lundin called the meeting to order at 1:30 pm.

President Lundin noted all board members were in attendance for a quorum. Also in attendance were Norm Garneau, Bob Gatz, Bob Schaffer, Alan Merriam, Harold Lindamood, John Fitzgerald, Denys Dorr, Alma Sychuk, Marge Garneau

Election of Officers – President Lundin noted the board will need to elect new officers for the Board.

President; Vice President Stanford nominated Chip Lundin, Tom DeVille seconded the motion. Passed unanimously

Vice President; Secretary DeVille nominated John Stanford, Treasurer Quast seconded the motion. Passed unanimously

Secretary; President Lundin nominated Tom Deville, Vice President Stanford seconded the motion. Passed unanimously

Treasurer; Secretary DeVille nominated Ken Quast, Vice President Stanford seconded the motion. Passed unanimously.

President Lundin introduced the new board member, Charlie Logan, to the members.

Secretary's Report:

Secretary DeVille noted minutes from December 2021 meeting had been emailed to all board members, copies were provided to members in attendance. He asked for any questions or comments? There being none, Secretary DeVille moved to accept them as presented, Treasurer Quast seconded. Unanimous.

Treasurer's report:

1. Auditor – Treasurer Quast talked to auditors and suggested we do a compilation review. It would be around \$400 for a quick review of our reports. He noted a full audit could cost \$3000 and was not sure we needed this. Treasurer Quast asked the board if finding a homeowner with accounting experience to do an independent review was a good idea. It was decided that a definition of duties was needed first. Alan offered to help with this.
2. Insurance – Treasurer Quast talked to the insurance agent. He noted the bill has been paid, he checked the coverage and it seems fine. Properly is insured for what we have. Later this year he will check with other insurance companies for bids.
3. Assessments were due on February 1st; as of today, we have 4 outstanding assessments . Treasurer Quast noted we will contact the ones who have not paid. HUD statements have 2 outstanding.
4. Treasurer Quast asked if there were any questions or comments. Bob Schafer asked if PHII had a net worth Target and is there any historical data on other HOAs? It was noted that others have more responsibility. Treasurer Quast suggested next year's budget process we look at how much is being built up. Treasurer Quast felt if we were to have any legal issues, we would need the cash. Let's not get rid of what we have. President Lundin noted this was a good discussion.

5. Treasurer Quast noted the financial reports were provided via email to the Board. He asked if there were any questions. There were none.

Unfinished Business:

President Lundin had a difficult time contacting Waste Management about the bulk pickup. This will be held on Saturday, February 19. There was a will take and a won't take list sent out.

New Business:

Banking Signatures and Safe Deposit bank will remain the same since there was no change in Board officers.

Committee Changes:

Block Captain chair – Alma Sychuk
Phone books chair– Harold Lindamood

Secretary DeVille noted there were some questions with the CCRs that the Board should address. Since any changes would require a vote of the membership, he felt it important to review the CCRs and get back to the board in the next couple weeks with any changes. After much discussion, Treasurer Quast moved that Secretary DeVille and two past board members form a CCR committee and review and make suggested changes and bring them back to the board. Chuck seconded the motion. Motion passed unanimously. Bob Gatz and Bob Schaffer volunteered to work with Secretary DeVille on this.

It was noted that the sidewalk on Holgado was fixed. Norm Garneau said the county has a website and you can submit road problems. He noted that Marge entered pictures and information on the sidewalk on 2 holes in the road and the county had them repaired quickly, sending Marge a reply when they were complete. Alan noted that GVC has a number to call.

Announcements

Next regular Board Meeting is April 14, 2022 at Las Campanas at 1:00 pm.

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

Adjournment – Secretary DeVille moved to adjourn at 2:20 pm. Vice President Stanford seconded. Motion passed unanimously. Meeting adjourned.

Respectfully submitted,

Thomas DeVille
Board Secretary

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