

Pine Forest Property Owners Association (PFPOA)

Board of Directors Meeting Minutes

7:00 p.m. – Thursday, February 9, 2017

First National Bank Training Room

Notice is given at the beginning of the meeting:

The subjects to be discussed or considered, or upon which any formal action may be taken are listed below: Items may or may not be taken in the same order as shown in the meeting notice. This meeting will be conducted under "Robert's Rule of Order". All discussion on agenda items will be by and between members of the Board only. Prior to adjournment of the meeting, POA members who wish to speak will each be given a 3 minute time limit to present any comments for Board consideration.

1. Call to Order – Silas Powell @ 7:00 p.m.
2. Approve minutes of February 4, 2017 Annual Meeting. Goodwin Management Inc. provided ballots, property owner and owner proxy verification, ballot counting and announcement of election results. Motion by Miley, Second by Drusilla. Motion Carried.
3. Announcement of election results and introduction of new Board members and new assignment of Board Member positions on the Board for 2017.

Motion by Drusilla Second by Clifton to accept election results and new Board position assignments.
Motion Carried

New Board positions are: Silas Powell – President of the Board

Drusilla Rodgers – Vice President, Brenda Winkler – Treasurer

Miley Akers – Secretary, Clifton Seidel

4. Treasurer's Report: Brenda Winkler presented the Balance Sheet and Income Statement received from Goodwin Management Inc. Period covered the dates of Jan 1, 2017 to Jan. 31, 2017. Total cash in 4 separate accounts was noted to be \$283,226.38.
 - a. It was noted that we had received an invoice for \$1,000.00 from Tahitian Village. The invoice received was for Clean Sweep events in 2016.
Motion by Miley Second by Drusilla to pay the \$1,000.00 invoice. Motion carried.

Future Clean Sweep dates for 2017 include April 22, July 15 and Oct. 21, 2017.

- b. Information from Goodwin Management noted that they plan to use Mr. Tilson in the creation of our 2016 990 report to the IRS. Motion by Clifton Second by Miley to utilize Mr. Tilson for our 2016 990 report. Motion carried.
- c. Information was received from Goodwin Management Inc. noting the designation of Board Members to interface with Goodwin staff regarding the following:
 - Silas Powell: Board Reports
 - Brenda Winkler: Financial input and Reporting
 - Silas Powell: Legal Aspects/Bylaws
 - Jill Rosales: ACC Applications/Permits and Fund Accountability
 - Miley Akers: Web site Posting and Neighborhood Communication
- d. Signatures on the bank accounts at First National Bank - Silas, as President, has agreed to be a signature and Miley, the Secretary as agreed to be a signature. Motion by Clifton Second by Drusilla to add signee's to the FNB accounts. Motion carried.
- e. Discussion for Transfer Fees and Resale Certificates by Goodwin Management noted that Goodwin was charging \$125 for this service. For clarification of these fees Goodwin will be contacted and the results reported back to the Board at our next meeting.
- f. Discussion items regarding UNIT 6 and information gathering by our Attorney was addressed. Our Attorney has asked that we use a Title Company to collect all plats and amendments filed for Unit 6 do that he can ensure that he has all the information he needs to recommend CCR's. This is because Unit 6 has commercial lots that must be dealt with.
- g. Noe Reyes, the County Attorney was asked about obtaining this information from the County and saving an estimated several hundred dollars for this information. Noe could not guarantee that he could give complete information, plus he believed that it was a conflict of interest. It may give the appearance that he was acting as our attorney.

Discussion among Board member occurred with it being noted that Brenda would get with our attorney to determine what else he needs and the estimated costs.

Old Business:

5. Bastrop City Manager - Contacted by Brenda Winkler noting that we as a Board need to stay up to date with what is happening in our neighborhood. Based on the Board President’s approval she contacted Mr. Townsend the Bastrop City Manager and asked for suggestions as to what our neighborhood needs to do. He noted that this coming Tuesday, February 14, 2-17 he will be recommending that a task force be formed about Pine Forest Unit 6. It will begin with City Finance and Engineering if it goes through. Then others will be added like the WCID and ESD. He wants to negotiate with BISD and the County on this. Brenda asked if it possible that PF have a seat at the table even if it was in a “Non-voting” position. This may be possible, but, he noted he was only a temporary City Manager and will be in place only for a short time. A new City Manager will need to be approached to continue and approve our involvement regarding Unit 6.

Brenda is in the process of contacting a County Commissioner to look for representation for Units 7-12 on what activities are going with the County among these units. She will report back to the Board at next month’s meeting.

New Business:

6. Silas Powell (President) requested the formulation of 3 committees that PFPOA members would be asked to become part of and work with selected Board Members for the following committees:

Governmental Interactions Committee

Communications Committee

Special Projects Committee

Sign-up sheets were made available and names are being taken to help form the members of each committee.

7. Adjournment: Motion by Drusilla Second by Miley to adjourn Motion carried. Meeting adjourned at 7:50 pm.