

PBPOA 06 January 2024 Board Meeting Minutes

Location—Darla Gray's residence 398 Ridgefield Circle, Winchester TN 37398

Time—0900

CALL TO ORDER/OPENING REMARKS-PRESIDENT

At 0906, the PBPOA President, Mr. Wayne Acklen called the meeting to order. Board members in attendance included the President, Wayne Acklen, Vice-President, Michael Axon, Treasure-Lee Rohrer, Secretary-Michael Turok, At-Large Member #1-Steve Sobey, At-Large Member-#2 Darla Gray, and At-Large Member 3#-Scott Anderson. The Secretary established that a quorum existed. Additionally, 7 Association members were in attendance representing 4 properties. Mr. Acklen requested Association members in attendance to indicate any desired discussion topic on the sign-in sheet and he would recognize them during the course of the meeting.

Motion was made and seconded to waive reading of the minutes for the June and August 2023 PBPOA meeting, however a board member indicated that he felt the report contained inaccuracies-specifically regarding the laptop discussion in the June 2023 minutes. As the laptop was privately funded by donations of generous Association Members, the discussion matter was removed from the June minutes. Both sets of minutes were approved and are available on the official Pine Bluff POA website-www.pinebluffpoa.com.

TREASURER'S REPORT

The Treasurer's Quarterly Treasury Report as of 16 DEC 23 is attached to the meeting minutes. Following a brief discussion for clarification as to the sources of the Earned Income, motion was made, seconded, and voted unanimously to accept the Treasurer's report.

- **Boat Ramp Prices**-Price from the lowest bidder is \$10,425 for refurbishing the ramp. Work will be accomplished by 20 January 2024. Motion was previously made, seconded, and approved for the project in an earlier board meeting, but the price was updated due to a withdrawal of a previous offer. The updated price was motioned, seconded and approved.
- **Parking Lot Striping**-Mr. Rohrer presented a plan to increase the parking lot capacity from 65 to 87 spaces with an increase in day parking. Restriping would occur in warmer weather but not before mid-February. Costs associated with the project are quoted at \$3000. This is slightly offset by previously approved but unspent \$650 for handicap parking improvement costs which will be incorporated. Motion was made, seconded, and approved. Association members will be provided at least 2 weeks' notice for trailer removal similar to the tree cutting activity in 2023.
- **Handicap Parking**-Mrs. Brown, a professional physical therapist, expressed concerns that the handicap parking in the lot would be difficult for those mobility impaired persons without a driver. She suggested making a handicap parking space on the bottom of the launch area and would permit encroachment on her property. There was no objection as long as the parking does not hinder launch and recovery of boats at the ramp. The two handicap spaces will be located there with signage to ensure the ramp is not blocked.

- **2024 Annual Meeting (29 June 2024-Reservations Necessary)**-Motion was made, seconded, and approved to reserve the Winchester City Park pavilion for the 2024 Annual Membership meeting to be held Saturday 29 June 2024.
- **Status of overdue memberships/clarification on membership/moving forward on collection**- There are 3 properties which have not yet paid their dues and 12 that are exempt. Clarification was made that membership is required for any property which transferred ownership after 01 January 2016. At this point, liens will not yet be filed.
- **Late Fee restructuring**-No decision was made regarding late fee restructuring at this time.
- **Online payment service fees**-Following discussion, motion was made, seconded, and approved to establish a flat fee structure of \$6 for online payments of under \$150 and \$7 for payments over \$150 in order to recover service fees.
- **Floating dock repair options**-The secretary advised that costs associated with replacing the current floating dock would be exorbitant and recommended floating dock perimeter board replace now while the dock is on dry ground. Costs would be minimal (under \$500), and replace the several deck boards that require replacement within the next few months. The dock should eventually be replaced but this should be a planned and budgeted evolution over the next several years. A member recommended occasional wood treatment to preserve the wood. Also discussed was textured paint to enhance the anti-slip features. Motion was made, seconded, and approved to execute the low-cost option.

OLD BUSINESS

- **Status of Attorney Deliverable**-Mr. Acklen indicated he is still awaiting the final deliverable letter from the attorney but he anticipates it arriving in the near future. He also reported that the fee is less than the previously approved \$2500 (for which a check was made out). The board authorized him to pay the attorney out of pocket and then be reimbursed.
- **Tims Ford HOA Collaboration**- Mr. Acklen also discussed the Highland Ridge HOA case which will impact Pine Bluff. In the case of both Highland Ridge and Pine Bluff, the charter documents are identical. Mr. Acklen also discussed an ongoing case on Center Hill Lake which may provide relevant case law for future PBPOA actions.
- **STR Owners Advertising Access to Outlot A**-A review of available AirBnB and VRBO listings for Pine Bluff indicates no STR listing are advertising access to the outlet. Listings will be periodically reviewed to maintain compliance.
- **Bylaws change/Rules & Regulations Change process**-The board discussed and has scheduled a closed committee meeting to discuss recommended changes to the bylaws and rules/regulations. The meeting will consist of only board members but will include the previous Association President to advise on processes. This meeting will be held on 03 February 2024.
- **Bluetooth Lock on Outlot A gate**-Mr. Sobey will coordinate installation and testing of the Bluetooth lock.

NEW BUSINESS

- **Board member official email address status**-All board members will establish individual Association emails (e.g., pbpoasec@gmail.com) and these will be used for official correspondence. The email accounts will be transferred following relinquishing of office.

- Additional items-none.

CLOSE MEETING

Motion was made, seconded, and unanimously agreed to close the meeting at 1019.

Respectfully Submitted:

Michael J. Turok (PBPOA Secretary)

Treasurers Report Dec. 16, 2023

CASH on Hand

| | | |
|---------------|------------------|---------------------------------|
| Checking | 533.35 | |
| SAVINGS | 24.04 | 18.26 Refund 2023 member Refund |
| CD's | 30,000.00 | |
| *MoneyMarket | 14,604.25 | |
| Earned Income | 965.86 | |
| | <u>46,127.50</u> | |

Income

| | |
|-----------------|---------------|
| Dues | 7506.00 |
| Stickers/Passes | 2325.00 |
| Donation | <u>400.00</u> |
| | 10,225.00 |

Expenses

| | |
|---------------|---------------|
| Picnic | 45.18 |
| Electric | 207.83 |
| Insurance | 815.00 |
| Computer | 416.37 |
| Office Supply | 27.74 |
| Interest | <u>390.12</u> |
| | 1902.24 |

* - Had Written Check for Lawyer, But did not pay - waiting for correct amount, moved from Checking back into Money Market.