

Pioneer Trails Homeowner Association- (PTHOA)
Annual Homeowners Meeting Minutes
Thursday April 09th, 2020 Reviewed

MEETING CALLED TO ORDER VIA ZOOM CONFERENCING AT 3:15PM

(Fire Station closed due to Coronavirus separation guidelines)

PRESIDING OFFICER: Audrey Chamberlain

BOARD MEMBERS PRESENT:

Will Matheny, Andy Hamack, Steve Smith, and Bonnie Foti

MEMBERS PRESENT: No members present due to Covid-19 and “Stay at Home Mandate”.

PORT GARDNER PROPERTY MANAGEMENT (PGPM): Tom Gish

ANNUAL MEETING MINUTES: Bonnie moved to accept prior year’s Annual Meeting Minutes Draft as written, Steve seconded, and all approved. MSA

CONFIRMATION OF QUORUM: Quorum met - Voter ballots and proxies received totaled 43 satisfying the necessary minimum voting returns (10% or 31 owners)

TREASURES REPORT:

Tom Gish reported 13 homeowner’s delinquent to date on annual dues. Tom will send out delinquent notices.

Discussion regarding economic down turn due to Covid-19 Pandemic and the need to postpone any none essential expenses.

BOARD ELECTION:

Pursuant of our association election of a governing board of directors, on March 2nd, 2020 all homeowners received a packet of materials for this year’s election. Attached was the proxy ballot along with the Biographical statements by each candidate wishing to serve on the board for 2020.

Modification to the election process became necessary due to the restrictions imposed by the Coronavirus quarantine. On March 12th a second mailing included a return mail-in ballot listing 5 candidates out of the maximum allowed of 7. One ballot or proxy is counted per home.

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ELECTION RESULTS:

Election of Board of Directors by mail-in ballot results was announced by Tom Gish. There being only 5 candidates, all applicants were accepted. The newly elected Board is as follows:

Audrey Chamberlain, Steven Smith, Will Matheny, Andy Hamack, and Bonnie Foti.

Board positions were appointed using an open verbal acknowledgement of willing members. The following appointments are recognized as the Board of Directors and are as follows:

President-	Audrey Chamberlain
Vice President-	Bonnie Foti
Secretary/Treasurer-	Will Matheny,
Members at large-	Andy Hamack, Steven Smith

NEW BUSINESS

1. ACC request process update

Email will include: Last Name of Homeowner and address
ACC Committee: Steve, Andy, Audrey, Rob Hughes

2. Site inspection process and tracking

Tom Gish reviewed management companies process for site inspection and tracking.

3. Meeting dates for 2020

June 11th,	Next board planning meeting
Aug 20th,	Open PTHOA Members (pending Coronavirus restrictions)
Nov 5 th	Budget Planning Meeting
Dec 3rd,	Budget ratification meeting.

4. Website overhaul

Web designer is needed. Audrey will talk with Mona at Port Gardener Management for ideas.

5. Tree replacement at 125th and possible tree at play field.

Topic deferred to our next meeting.

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6. Trails.

Maintenance of the asphalt surface includes repair or replacement of uprooted sections, plus seal coating when and where required.

Steve Smith to be the chairperson. Other volunteers will be needed.

7. Park Benches

Will Matheny has been chairing this Bench project under the committee "Bridge/Bench". Steve Smith will work with Will to assess benches and whether we should refurbish or replace.

8. Lake Shoreline

Will Matheny brought up erosion of some of the Lake shoreline. Will and Audrey to walk the trails to determine what if any immediate action is needed.

9. Newsletter for Spring of 2020

Audrey will add info regarding proper use of common land for personal benefit: cutting trails to the lake, clearing trees and brush.

10. ACC rules meetings

Audrey will send out an email to schedule the committee ongoing redraft effort.

Meeting adjourned at 5:00pm

Respectfully submitted, Secretary for 2020,



William Matheny (April 29, 2020)

Reviewed by the Board of Directors:

REVIEWED

Audrey Chamberlain (April 30, 2020)