

Pine Hollow Homeowners Association
Board of Trustees Regular Meeting
August 10, 2008

ATTENDEES

Nancy Kozanecki – Recording Secretary / Trustee
Linda Pancharez – Association Manager
Ron Ricaldi – Trustee

CALL TO ORDER

The meeting of the Board of Trustees was called to order by Ron Ricaldi at 4:00 pm. A quorum was present so that business could be conducted.

TRUSTEE REPORTS

DD#4 and City Meeting, Monday, August 11th at 5:30 pm at City of Pearland Engineering Conference Room.

DD#4 and City Meeting, Monday, September 8th at 5:30 pm at City of Pearland Engineering Conference Room.

Trustee Meeting, Sunday, September 14th at 4:00 pm.

SECRETARY'S REPORT

Approval of Minutes

Minutes from Drainage Meeting on 07/14/08.

Minutes were approved with no correction

Minutes from Regular Board Meeting on 07/13/08.

Minutes were approved with no correction

Minutes from Executive Board Meeting on 07/13/08.

Minutes were approved with no correction.

TREASURER'S REPORT

No comments on the financial report.

MANAGER'S REPORT

Items covered in new and old business.

OLD BUSINESS

2008 Goals – In Progress

Financial Audit

- Audit is in progress by the auditor

ARC Guidelines Review

- A request was made to Ron to determine the progress that the ARC has made on reviewing the Guidelines document and if any changes will be proposed for this year.

Substantial Tree Trimming – Back of Pine Chase Drive

- Waiting on a quote from Komp to do this work.

Drainage Improvements

Construction to start during the week of August 11th.

A request was made to Linda to send a letter to all on the odd side of Pine Lake requesting whoever owns the trailer located next to Mary's Creek Bypass to remove it or else the trailer will be towed on August 31st at owners expense.

Pine Hollow Sprinkler System and Fountain

The fountain has been isolated due to the leaking liner. Linda is contacting various businesses to have a quote that not only address the leaks but what other necessary repairs are required.

A request was made to Linda to have the landscaper reduce water usage by eliminating the watering settings for Wednesdays and Saturdays and to reduce the time at stations 3 and 4 from 25 minutes to 20 minutes.

Pine Valley Sprinkler System and Fountain

The fountain has been isolated due to the leaking liner. Linda is contacting various businesses to have a quote that not only address the leaks but what other necessary repairs are required.

A request was made to Linda to have the landscaper reduce water usage by eliminating the watering settings for Monday, Thursday and Sundays.

A motion was made by Nancy and seconded by Ron to accept the "necessary" and "improvements" for irrigation repairs by Komp dated August 7, 2008 not to exceed \$510.00

The motion was approved unanimously

Subdivision Maintenance Report

The plat of the required subdivision maintenance that needs to be completed by which contractor was reviewed. This information will be forwarded to the appropriate contractors to be addressed.

Several residents are using the easements as dumping ground for fence boards, dog kennels and yard wastes.

An idea to use dirt from the East Mary's Creek Bypass to help fill in low areas throughout the subdivision was discussed. A request was made to Ron to discuss the possibility of using EMCB dirt in the subdivision for leveling.

A request was made to Linda to send bills to the three homeowners that contributed to the damage to the Pine Hurst easement for collection. Each homeowner will be responsible for 1/3 of the bill incurred by the HOA.

NEW BUSINESS

E-Mail Validation

In the 2009 Assessments, a letter will be attached to validate e-mail addresses and residents' preferences.

A request was made to Nancy to develop the e-mail validation letter and resident preferences as well as the associated required labels.

2009 Goals

The following goals are under consideration for 2009:

Carry Over Goals

- Execute Plan to Address Flooding Problems in Subdivision with Local Governmental Agencies
 - Construct projects
- Deeding of Detention Ponds or Detention Pond Maintenance to Governmental Agency – Or Other Options
- Decommission Detention Pond #9 - City of Pearland decommissioning with East Mary's Creek Detention Facility
- Address Estate Entrance - After construction
- Hike and Bike Trails – Joint Project with City of Pearland
- Oversee Fence Installation at Park
- Research Mowing Alternatives

New Goals

- Financial Audit
- Improve Landscaping on Subdivision Islands - Pine Knot
- Subdivision Survey – October, 2009

Records Retention

The question concerning records retention was raised. The Management Company does not have much guidance on this topic except that financial records need to be kept for 7 years.

A request was made to Nancy to put the topic of records retention on the agenda for the attorney.

Attorney Billing Rates

A motion was made by Nancy and seconded by Ron to acknowledge the increase in attorney billing rates.
The motion was approved unanimously.

Newsletter

The next newsletter will be going out October 1st. Deadline for articles will be September 24th.

HOA Membership Meeting

The next HOA membership meeting will be held on Wednesday, October 8th at 7:00 pm at the Library.
A request was made to Linda to reserve the Library on Wednesday, October 8th at 7:00 pm for the HOA membership meeting.

Fall Festival/NNO Event

Carolyn Ricardi will be chairing the Fall Festival/NNO event. The date of the event has not been set.

EXECUTIVE SESSION

An executive session was held during this meeting.

ADJOURN

The meeting was adjourned at 5:15 pm.

Approved:

Nancy Kozanecki, Recording Secretary & Trustee

Member, Board of Trustees