

**Pinebrook Homeowners Association**  
**Board Meeting Minutes January 28, 2025**

Present: John Lovejoy, President; Garrett Wolverton, Vice President; Tim Olsen, Secretary; Karen Maxwell, Director. By Phone Stephen Nash, Treasurer

Excused: Beth Barber, James Voisin

**MSC: Motion, Seconded, Carried**

The meeting was called to order by the President at 6:35 pm.

The President welcomed board members and guests

**Motion** to adopt the Agenda as presented. **MSC:** Garrett Wolverton/Karen Maxwell (5 Yes/0 No) carried.

**Motion** to dispense with reading of the November 26, 2024 Board Meeting minutes. **MSC:** Tim Olsen/Karen Maxwell (5 Yes/0 No) carried.

**Motion** to approve the November 26, 2024 Board Meeting minutes. **MSC:** Garrett Wolverton/Karen Maxwell (5 Yes/0 No) carried.

**Motion** to dispense with reading of the January 7, 2025 Special Board Meeting minutes. **MSC:** Tim Olsen/Karen Maxwell (5 Yes/0 No) carried.

**Motion** to approve the January 7, 2025 Special Board Meeting minutes. **MSC:** Garrett Wolverton/Karen Maxwell (5 Yes/0 No) carried.

Treasurer Report – The December 2024 financial reports were presented for review

Maintenance Supervisor Update – See The VOICE

ACC Committee Update – See The VOICE

Rules Committee Update – No report

Welcome Committee Update – No report

RV Committee Update – Provided in Maintenance Report

**Open Forum:**

-Suggestion for putting criteria in writing for railings and screens which have been allowed; perhaps in a board resolution. The President will work with the ACC Committee.

-Fircrest Neighborhood Report. Pinebrook is included in the Fircrest Neighborhood Association. Their meetings are online the second Tuesday of each month. May 3, 2025 the FNA will have its annual recycle day. Information on both items will be in the upcoming newsletter.

-Joe Edwards is interested in running for the Board of Directors

**Old Business:**

-Reserve Study proposal – Review of the proposal; discussion of timing of future studies.

**Motion** to accept The Reserve Study Group's Loyalty Program, contracting for three studies. **MSC:** Stephen Nash/Garrett Wolverton. Motion tabled following discussion.

The President will research whether three studies are required to be three consecutive years or spread out.

The Treasurer will research budget available in 2025.

-Annual Meeting – Tuesday, February 11, 2025; sign-in 6:30 and meeting at 7:00 pm

**New Business:**

-Employee Evaluation process – The President will provide materials to board members and coordinate with officers for conducting the evaluations.

-**Motion** for President to sign the 2025 Landscape Contract as presented. **MSC:** Garrett Wolverton/Tim Olsen (5 Yes/0 No) carried.

**Board Correspondence** – The President received one piece of correspondence from an owner. He is working with the attorney on a response.

**Announcements:**

-Articles for The VOICE should be submitted by homeowners no later than January 31, 2025, Homeowners can send their articles to [pinebrookh@gmail.com](mailto:pinebrookh@gmail.com).

-The next monthly Board meeting is scheduled for February 25, 2025 at 6:30pm. Owners and residents are encouraged to attend. The meeting location is the clubhouse.

**Executive Session:**

**Motion** at 8:16 pm to adjourn to executive session. **MSC:** Garrett Wolverton/Karen Maxwell (5 Yes/0 No) carried

**Motion** at 8:51 pm to return to the open meeting. **MSC:** Garrett Wolverton/Stephen Nash (5 Yes/0 No) carried

**Motion** to adjourn at 8:57 pm. **MSC:** Garrett Wolverton/Karen Maxwell (5 Yes/0 No) carried

**Motion** to allow Ken and Kelli Turner and Dominick Zook to pay their 2025 RV lot rental fee within thirty days from receipt of letter informing them of the offer or lose their RV space. **MSC:** Garrett Wolverton/Karen Maxwell; (4 Yes/1 No) carried.

**Adjournment:**

**Motion** to adjourn at 8:57 pm. Garret Wolverton/Karen Maxwell (5 Yes/0 No) carried.

Tim Olsen  
Secretary

