

Pinebrook Homeowners Association
Board Meeting Minutes September 23, 2025

Present: John Lovejoy, President; Tim Olsen, Secretary; Beth Barber, Karen Maxwell; Stephen Nash, Treasurer by phone.
Excused: Garrett Wolverton, Vice President; Joe Edwards.

MSC = Motion, Seconded, Carried

The meeting was called to order by the President at 6:37 pm.
The President welcomed board, staff and guests

Motion to adopt the agenda as presented. **MSC:** Tim Olsen, Beth Barber (5 Yes/0 No) carried.
Motion to dispense with reading of the August 26, 2025 meeting minutes. **MSC:** Beth Barber/Tim Olsen (5 Yes/0 No) carried.

Motion to approve the August 26, 2025 meeting minutes. **MSC:** Beth Barber/Karen Maxwell (5 Yes/0 No) carried.

Treasurer Report – The August 2025 financial reports were presented for review

Maintenance Supervisor Update -See The VOICE

ACC Committee Update – See The VOICE

Rules Committee Update – See The VOICE

Welcome Committee Update – no report

RV Committee Update – no report

Open Forum:

-Annette Frawley suggested that the board adopt a time limit for owners to correct a rules violation. An updated violation form will be prepared for review by Annette and approval by the board.

-Annette Frawley announced that she will no longer be available to assist with the Rules Committee effective January 2026 and new members need to be recruited to assist the two current members. Beth Barber will try and assist.

-Sharon Marble reported on construction in the Fircrest neighborhood.

-Karen Maxwell advised the board of a batch of new kittens they've been unable to trap and expressed her concern about the growing number of feral cats.

-Sharon Marble announced that community coffees are scheduled for the second Saturday morning for the remainder of the year. Coordinators for each have volunteered.

Old Business:

-**Motion** to adopt the Seattle/Tacoma/Bellevue June CPI 2025 Report of 2.7%, to be used for 2026 dues increase not to exceed \$248.00 based on budget needs. **MCI:** Beth Barber/Karen Maxwell (5 Yes/0 No) carried.

New Business:

-Budget Planning for 2026 – John, Stephen, Ozzie and Colleen will meet to develop a proposed 2026 budget to be brought to the board for consensus no later than the October board meeting with adoption no later than the November meeting.

-Nominating Committee – Volunteers are needed. An article will be placed in the VOICE. Additionally, Sharon Marble and Nancy Over have assisted with the nominating committee.

Board Correspondence:

None

Announcements:

- Articles for the VOICE should be submitted by homeowners no later than September 30, 2025, Homeowners can send their articles to pinebrookh@gmail.com.
- The next monthly Board meeting is scheduled for October 28, 2025 at 6:30pm. Owners and residents are encouraged to attend. The meeting location is the clubhouse.
- Community Coffee/Social, Saturday, October 11, 2025, 10:00 – Noon.

Motion to adjourn to Executive Session:

- Motion** to adjourn to executive session at 7:40 pm to review employee evaluations for 2024 and recommended compensation adjustments. **MSC:** Beth Barber/Karen Maxwell (5 Yes/0 No) carried.

Executive Session: Note on Executive Sessions: Homeowners may not be present for this portion of the meeting. Any action taken by the board will take place when the board returns to the regular meeting following closure of the executive session and will be included in the meeting minutes.

- Discuss 2024 employee evaluations and recommended compensation adjustments based on evaluations.

Motion to Return to Regular Session:

- Motion** to return to regular session at 8:29 pm. **MSC:** Tim Olsen/Karen Maxwell (5 Yes/0 No) carried.
- Motion** to increase employee wages by 7.5 % and provide a one-time retro payment to January 1, 2025 for each employee at the increased rate. **MSC:** Beth Barber/Stephen Nash (5 Yes/0 No) carried.

Motion to Adjourn:

- Motion** to adjourn the meeting at 8:31 pm. **MSC:** Beth Barber/Karen Maxwell (5 Yes/0 no) carried.

Tim Olsen, Secretary

