

■ BOARD OF DIRECTORS MEETING MINUTES

■ Date: March 22, 2026

■ Time: 6:08 PM

■ Location: Clubhouse and Zoom

Call to Order

The meeting was called to order at 6:08 PM.

Roll Call / Attendance

Board Members Present: Michelle Dinnen, Kathleen Robinson, Rita Richards, Charlie Marsteller, Deb Sandt, Sam Brockman

Absent: None

Also Present: Cole DeBerry (PMI).

Reports

3.1 Secretary's Report

Everyone received a copy via email, and a draft copy was posted on the bulletin board.

Approval of Minutes:

- Motion made by Deb
- Seconded by Sam
- All in favor, motion carried

3.2 Treasurer's Report

Presented by: Rita Richards

Month Ending: February 28, 2026

Financial Overview

• Income (Rental & Interest):

o Actual: \$123,819.96

o Budgeted: \$122,112.50

• Operating Expenses:

o Actual: \$89,622.85

o Budgeted: \$81,870.90

• Surplus:

o Actual: \$34,197.11

o Budgeted: \$40,241.60

o Difference: \$6,044.49

Budget Variances of Note

We are over budget for the month by \$6,044.49. Part of this was the removal of a diseased tree on Independence Way. The remainder is due to annualized budget items that are reflected incorrectly.

Monthly Cash Flow

• Operating Previous Balance: \$315,134.11

• Operating Current Balance: \$308,270.62

• Difference More/(Less cash on hand): (\$6,863.49)

Accounts Receivable

• Previous Delinquency: \$18,736.70

• Current Delinquency: \$25,513.08

• Difference in A/R More/(Less cash on hand): \$6,776.38

Explanation of Actions Being Taken to Reduce A/R

There are nine residents behind in rent: three estates of former residents, one tax sale, and four current residents. PMI is aware of these issues and is following remedial procedures. The increase is due to existing judgments and new delinquencies.

Capital Improvements

- Total spent from reserves: \$[Insert Amount]

Restricted Account Balances

- Working Capital Reserve: \$52,200.68
- Replacement Reserve: \$523,358.88
- Debt Service Reserve: \$78,580.52

Motion to approve the Treasurer's Report made by Charlie

Seconded by Sam

Vote: All in favor

3.3 PMI Report

Presented by: Cole DeBerry

149 Member homes

1 Rehab home

1 Non-member

1 Vacant home

4 Notices given to vacate

2 Pending applications/leases

Tax sale property is completing paperwork to sell the home. Two are being filed for orders of possession and will be discussed further in Executive Session.

Homes for sale:

15 Powderhorn, 209 & 217 Independence, 214 & 222 Molly Pitcher, 5 & 12 Revolutionary

Leases:

Two in progress and one pending (5 Revolutionary)

Capital Improvements

Fire hydrants are pending review by Bellview once snow has cleared.

Key Items for Board Consideration

PMI would like a liaison. Rule enforcement and winter maintenance reminders are ongoing. Cleanup efforts are underway in preparation for spring. Notices will be sent April 1, with inspections around April 15.

Additional Updates

- 17 Powderhorn water has been shut off
- 8 Lexington: no home on site, but property is being maintained
- Speed limit signage, paving, and smaller projects are in progress

■■■■■ Committee Reports

Social & Wellness Committee – Michelle Dinnen

Had the first meeting of the year on March 19. Celebrated January, February, and March birthdays with a great turnout. Events are planned for April, May, and June. Working on America's birthday celebration from May through September. Next meeting is the third Thursday in April. First event is April 19: Spring Clean Fling.

Orientation Committee – Chair: Phyllis Cowell

No report

Finance Committee – Chair: Rita Richards

No report

Property Committee – Chair: Charlie Marsteller

No recent meeting. Discussions include starting a tie book, addressing potholes, and repairing the pond overflow pipe. Parliamentary procedure guidelines will be discussed at a future workshop.

■ Old Business

Wastewater Treatment Plant Update – Deb

Electric panel has been installed; transfer switch for the generator is pending. Ongoing issues with pump clogging due to debris. Grinder pumps are expected to resolve this. A wire break was found on Revolutionary; repairs pending.

Spring Inspections

Letters will be sent April 1, with inspections around April 15. Exterior compliance only.

Paving Updates

Cold patching for potholes planned. Dumpster area and select roadways will be paved. Sidewalk removal planned to eliminate tripping hazards.

■ New Business

AED – Wayne Butler

AED donated by local fire department/Lions Club. Training will be provided. Unit to be installed near the clubhouse entrance.

Ad-Hoc Pool and Outdoor Recreation Committee

Motion to form committee made by Sam

Seconded by Rita

All in favor, motion carried

Motion to appoint Helene Walsh as Chair made by Sam

Seconded by Kathleen

All in favor, motion carried

Rules Revision Committee

Motion to appoint Helene Walsh as Chair made by Deb

Seconded by Sam

All in favor, motion carried

Pond Maintenance

Motion to obtain required permits made by Deb

Seconded by Rita

All in favor, motion carried

Community meeting scheduled at the clubhouse at 6:30 PM to address questions

Board VP Transition

Motion to appoint Kathleen Robinson as Interim VP (term ending 08/27) made by Michelle

Seconded by Deb

All in favor, motion carried

Board Vacancy

Interim Secretary position open (term ending 08/26)

Open Forum

Thank you to Ginny and Phil for donation and installation of blinds

Barbara expressed interest in serving on a parliamentary rules committee

Executive Session

Entered at 7:09 PM

Returned at 8:14 PM

■ **Adjournment**

Motion made at 8:20 PM to adjourn

Seconded by Rita

■ **Next Meeting**

April 27, 2026, at 6:00 PM

Respectfully submitted,

Kathleen Robinson

Secretary[KR1]