

BOARD MEETING MINUTES

Monday, December 10th, 2024

Meeting held at 3432 Highfield Ct.

Call to Order at 6:37 PM

Roll Call Directors: Andrew Bodman, Jill Perkins, Andrew King (virtually), Stephanie Fraser present

Action Items

1. Annual meeting is scheduled for January 28, 2025, 7:00 PM at **3432 Highfield Ct.**

Discussion Items

2. Unanimously approved minutes of 9/30/2024 board meeting (with updates)
3. Andrew Bodman called for nominations for a new board member. Jill Perkins nominated Marilee McKnight, and the nomination was seconded by Stephanie Fraser. Marilee McKnight was elected by acclamation.
4. Jill Perkins motioned to proceed with Puget Construction and Landscape (PCL) for snow removal services. Stephanie Fraser seconded the motion, and it was unanimously approved to continue through January 31, 2025.
5. The board discussed path damage caused by the recent storm. A placeholder amount of \$1,000 will be included in the budget for repairs; however, it is anticipated that the extent of the damage may necessitate a special assessment for full remediation.
6. Board president, Andrew Bodman provided the following statement to be read into the record:

It has come to my attention that Highfield residents have received misleading communications about the budget process from Maureen Ryan. I want to correct the record on two major points. First, I note that, despite the fact that I live on Highfield, I did not receive this communication directly. She claims that my omission was inadvertent. Maureen states that last year "Our budget provided funds for snow removal but not de-icing." That is incorrect. As Board President, at that time, she should have been familiar with the terms of the contract, since she negotiated them. Further, in an e-mail to the Board on January 17, 2024, she stated "All, still snowing and snowing harder. We are likely to get 4" or more by the end of the day. It looks like temperatures will not dip below freezing so **there is no need to consider de-icing**" (emphasis added). This makes it clear that she knew that de-icing was an option and chose not to exercise it. She made the decision not to use de-icer. It is a decision that she is trying unsuccessfully to disown.

Secondly, the budget process is vested in the Board. The Association may choose whether or not ratify it. We are simply following the customary practices. Never in my twenty-five years on Highfield has a Board provided a copy of the draft budget to residents prior to discussion. It certainly never happened when Maureen was Board chair. She misrepresented this process in two separate e-mails. She asked us for the 24-25 budget and I directed her to it. She then told Highfield residents that they could find the draft 25-26 budget on our web site. That

statement was demonstrably false, as I noted, when I ask her to correct it. She did, but then implied that the draft would be available before tonight's meeting. She had no basis for purveying that inaccurate information. I do not understand the motivation for making false and misleading claims of this kind, but feel obliged to correct the record. I ask that my remarks appear in full in the minutes.

7. Treasurer's report
 - Annual dues have been received from 45 of 46 members
 - Board review of financial statements
8. Budget Proposal for Fiscal Year 2025-26
 - Stephanie Fraser proposed proceeding with the budget for the 2025-26 fiscal year, excluding snow plowing. The motion was seconded by Andrew King.
 - The motion was voted on and passed, with 4 votes in favor and 1 abstention.
9. Discussion of By-Law changes:
 - Jill Perkins proposed an amendment to the by-laws. She motioned to approve the amendment, and the motion was seconded by Stephanie Fraser. The board unanimously approved the amendment. The proposed amendment will be presented for a vote at the upcoming annual meeting.
10. Jill proposes to recover costs incurred in excess of the amount authorized by the board, which were expended by a former board member, Andy seconds
 - Motion is approved unanimously
11. Point of discussion is raised that board members should encourage HOA members to converse with the board via info@pinehursthigfield.com so that future boards can inherit correspondence.

Meeting adjourned at 8:15 PM