

Ponderosa Hills Civic Association

Board meeting minutes 4/4/2013

Location: Norm's Office Building

Attendees: Greg Waltz, Joel Lambe, Guy Geerds, Cathy Lichty, Norm Scheffel

1. Call to order 7:10pm
2. Visitors (topic = fire preparedness):
 - Lori Gahm
 - Jeff Johnson
3. Agenda
 - Additions: Building Permits and Roll-offs; Comments from Mail-In Dues; Beetle Kill Alert
 - Unanimously approved with additions
4. Treasurer's report and submittal of bills
 - Sundance printing - approved
 - Go Daddy- approved
 - Status on membership renewal – trending to >50%
 - Dues signs to be left up until 15April
5. Disposition of previous board minutes
 - Mar2013 Meeting – approved to post
6. Mar2013 eBlast – verified receipt by board members
7. Follow up on paid advertisers in Newsletters and/or Website
 - No paid advertisements will be accepted (to accept them would then necessitate additional duties to the board to monitor duration, etc. In addition printing/mailing expenses would increase. With a reduced board membership, no capacity for extra duties).
 - Membership advertising will accepted
 - Tree care references will be provided in the Newsletter
8. Pick a date for the Summer Social: 27 July 9-11am
 - Also investigate availability of grills
9. Draft 1st Quarter Newsletter was reviewed, some modifications needed. 2nd draft to be reviewed via email and when accepted go to print.
10. Did anyone get my test email sent to newsletters@ponderosahills.com? Result no – action to route it to current board email addr.
11. 2012 Newsletters are missing from the web – do we have them? Yes, action to post them to the web
12. Best method for using DC Conservation District News? How about a posting section on the Web and callouts to them in eBlasts? Concur. Action to create suitable web location and get them posted.
13. PHCA/L.A.N.D. framework approved. Post to web along with March Minutes
14. Follow up on Xcel Land adjacent to PH Open Space and PH residents
 - Norm to investigate with zoning
15. Follow up on perspective board member additions
 - Interested members instructed to submit resume and statement of interests to current board for consideration

16. Reporting of status from Committee Chair's / Liaison's

- Inspiration Lennar Rocking Horse – Jerry Banks: Nothing new to report
- Roads, paving info – Guy Geerds: Nothing new to report
- Water, including Rural Water Authority- Don Gray: will attend June rainwater workshop
- Open Space – {vacant}
- Newsletter Editor – {vacant}
- County issues, zoning – Norm Scheffel: Nothing new to report
- Webmaster – Craig Klinker: recovered from web site crash
- Oil and Gas – Joel Lambe: Lowry bombing range is the current area of interest
- Fire Preparedness – Lori Gahm: working several possibilities: PH fire drill, speaker at picnic and/or annual meeting, info in newsletter and/or eblast. Item of special interest: horse evacuation.

17. Topics for April Eblast

- DC Conservation District Newsletter callout
- PHCA/L.A.N.D. framework
- Alert residents to Beetle Kill Issue and refer them to tree companies who will remove dead and do preventive spraying.

18. Additional Topics:

- Building permits and roll-offs. Since the PHCA Architectural Committee lapsed long ago, what role does the board now serve on these topics? Action to research covenants and by-laws.
- Address comments from members renewing with mail-in forms: desire to pave Ponderosa, desire to repair paving of Summit. Action to respond.
- Add DOW and Deer to future business list (possible speaker at annual meeting).

19. Planning for Second Quarter Newsletter

- Publication Schedule:
 1. Input due: 15 June
 2. Draft Newsletter emailed to Board: 30 June
 3. Approved for Print/Mail: 2 July board meeting
- Writing assignments
 1. Presidents Message-Waltz
 2. Speeding-Scheffel
 3. TBD-Rainwater and related?-Don
 4. TBD-Inspiration?-Jerry
 5. TBD-Resident shared info?
 6. TBD

20. Review of 2013 focus areas:

- Increased Membership
 - Dues mailer with “value proposition”
 - Approach new neighbors – provide copy of dues letter and a copy of the most recent newsletter?

- Improved Communications
 - Monthly eBlasts
 - Improved Newsletter
 - Solicitation of current email addresses
 - WEB FAQ
- Speeding
 - Discussion included communications with Sheriff department, possibly post an electronic speed monitor on key roads, solicit the names of known speeders in the community, give out DO NOT SPEED T-shirts to residents who walk our roads to wear as a reminder to drivers in the community
- Fire-Preparedness
 - Build on topic presented at 2012 annual meeting, help educate new residents.

21. Review Action Item Status (don't work them, just review them):

AI#	Action	Assignee	Due	Status
Jan.1	Verify posting on PHCA's website of all of PHCA's attorney, (David Firmin of Hindman•Sanchez) correspondence regarding the PH covenants	Waltz	15Mar 15Apr	Open
Jan.2	Draft and post PHCA/L.A.N.D. framework	Waltz & Lambe	15Mar	Closed
Jan.3	Ensure D&O insurance is continually maintained	Waltz Cathy	15Apr	Open
Jan.5	Create FAQ section for posting to WEB (topics: architectural board review, fire and police jurisdiction, open board meetings)	Waltz	15Apr	Open
Jan.6	Investigate possibility of Boy Scouts catering annual community event (picnic/pancake breakfast)	Waltz	15Apr	Open
Jan.8	Investigate use of "you are going this fast" signs	Norm	15Mar	Open
Mar.1	Double check March eblast with Cathy	Waltz	30Mar	Closed
Mar.2	Provide follow-up to Mr. Beller regarding deer population	Waltz	2Apr	Closed

Mar.3	Lori Gahm to follow up with Einer Jensen (South Metro Fire Rescue Authority Life Safety Educator) to determine appropriate next steps for PH resident fire preparedness	Gahm	10May	Open
Apr.1	Reroute newsletters@ponderosahills.com to a current board member	Waltz	10May	New
Apr.2	Post 2012 Newsletters to the web	Waltz	10May	New
Apr.3	Post Douglas County Conservation District News Letters to Web, work with Craig to create spot for them	Waltz	13Jun	New
Apr.4	Check covenants and by-laws to determine role of PHCA board with respect to new construction	Waltz	10May	New
Apr.5	Respond to comments on mail-in dues forms	Waltz	10May	New

22. Next board meetings

- May 9 – Norm’s Home
- June 4 - TBD
- Successive meetings: nominally first Tuesday of each month

23. Next events

- Second Quarter Newsletter – June/July
- Douglas County Conservation District Rainwater Harvesting Workshop – June 8th
- Pancake breakfast & Horses - Summer
- Dumpster/donation day - Fall
- Annual membership meetings – September
- Third Quarter Newsletter – September/October
- Christmas Mailbox decoration and/or House decoration contest: December
- Fourth Quarter Newsletter – December/January

24. Future Business (temporary parking lot for items to be covered in future board meetings)

- None

25. Meeting adjourned 9:00pm.