

Ponderosa Hills Civic Association

Board meeting minutes 2/12/2013

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

Absent: Joel Lambe

Location: Lichty home

1. Call to order 7:15pm
2. Agenda review – approved
3. Treasurer’s report and submittal of bills
 - A. Annual dues collection – post signs and send mailer to all residents will be accomplished by week of Feb 24 when signs are finish printing. Mailer template reviewed and approved by board. Greg to disseminate.
 - B. Treasurers Report submitted and approved. Ready Funds Checking balance of \$3933.57
 - C. Baseline Budget for Year unanimously approved by board
4. Previous Board Minutes
 - A. Annual Meeting(approved)
 - B. Nov 2012- Waltz to compile
 - C. Dec2012 – none (approved to note none)
 - D. Jan 2013(approved)

Approved minutes will be posted
5. Feb Eblast: Example eblast reviewed and approved. Waltz to disseminate.
6. Finalize Committee Chair / Liaison status
 - 1) Inspiration Lennar Rocking Horse – Jerry Banks (Yes)
 - 2) Roads, paving info – Guy Geerds (Yes)
 - 3) Water, including Rural Water Authority- Don Gray (Yes)
 - 4) Open Space – {vacant}
 - 5) Newsletter Editor – {vacant}
 - 6) County issues, zoning – Norm Scheffel (Yes)
 - 7) Webmaster – Craig Klinker (Yes)
 - 8) Oil and Gas – Joel Lambe (Yes)
 - 9) Fire Preparedness – {vacant}
7. Baseline Events for 2013
 - A. Proposed events (draft from Jan 2013 meeting)
 - 1) Picnic/pancake breakfast: pancake breakfast with horses
 - 2) Dumpster/donation day: yes
 - 3) One or two membership meetings (includes annual meeting): one
 - 4) Christmas Mailbox decoration and/or House decoration contest: both
 - B. Proposed focus areas for 2013
 - 1) Increased membership
 - a) Use annual dues letter to solicit membership
 - b) Several new families have moved in, board members to recruit

- c) Discussion: anticipate a reduced membership in the absence of hot issues such as oil or water. Time will tell
- 2) Improved Communications
 - a) Liaisons (see above)
 - b) Newsletters (recruit an editor to keep a focus on collection of info and discipline to publish, Request help in Eblast)
 - c) Website enhancements (FAQ section) – Greg Waltz will add several of the most common questions to website
 - d) Eblasts: Plan: monthly eblasts.
 - e) Renew last year’s rules for board meeting visitors. Approved last years Rules
- 3) Speeding
 - Discussion included communications with Sheriff department, Norm Scheffel contacted Sheriffs Dept and they will try to get electronic speed monitoring device placed on Ponderosa Drive.
- 4) Fire-Preparedness
 - Solicit Coordinator for individual residence reviews by Fire Preparedness professional

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8. Planning for First Quarter Newsletter

- A. Set writing assignments
 - 1. Presidents Message-Waltz
 - 2. Speeding-Scheffel
 - 3. Roads-Geerdts
 - 4. PHCA/LAND-Lambe
 - 5. Pancake Breakfast-Lichty
 - 6. Inspiration/Lennar-Banks

B. Set dates: Try to send out by end of first qtr

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9. Review Action Item List:

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	28Feb	Open
Jan.2	Draft and post PHCA/L.A.N.D. framework	Waltz & Lambe	15Mar	Open
Jan.3	Ensure D&O insurance is continually maintained	Waltz	15Mar	Open
Jan.4	Generate minutes from Nov2012 meeting	Waltz	28Feb	Open

Jan.5	Start an FAQ section on the web site	Waltz	28Feb	Open
Jan.6	Investigate possibility of Scouts catering annual community event (picnic/pancake breakfast)	Waltz	30 Mar	Open
Jan.7	Contact Craig and update web aliases	Waltz	12Feb	Done

Meeting adjourned: 8:30pm

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