



PCS HOA Board Meeting

Minutes (06-6-16)

Meeting Start – 6:34pm

Board Attendees –

- Bryan Kopp (President)
- Mike Morgan (VP/Grounds & Maintenance, Codes & Covenants)
- Paul Jimenez (Director/Website)
- Rick Bierwagen (Director/Secretary)
- Dan Bisher (Director/Treasurer)

Guest Attendees –

- Ed Daly (Past Board Director/Treasurer)
- Ken Voss (Past President)
- Allan Britte

Topics Discussed

Treasurer's Report -

- Report was presented by Dan Bisher and was approved unanimously by the Board.
- The report will be e-mailed to all Board Members each month prior to the monthly Board Meeting. Page numbers will be added to the report.
- The ending balance as of 5/31/2016 was \$73,004.23, which reflects total May disbursements of \$5,465.55.
- A total of \$787.87 in delinquency payments was received in May. There are currently 154 delinquent accounts.
- The web expense shown on the report of \$29.97 is for the four months of February – May. In June this expense will automatically be charged to the Great Southern Bank Credit Card.
- The telephone expense (\$116.43) on report is for five months of service.
- Ed Daly (Committee Member) will continue working on the delinquency account.
- The purchase of a new Gator vehicle is still under review. Mike Morgan will obtain a current price quote. Previous quote was \$7,484. It was determined that insurance on the Gator would be approximately \$500 annually via Liberty Mutual. The common grounds policy of \$1,000,000 would cover any liability concerns.
- A new policy regarding expense distribution was unanimously approved and will be implemented. City & Village will be instructed that any disbursement greater than \$5,000 will require two Board Member signatures (Specifically the Board President and Treasurer).
- An escrow account for emergency funding will be established in the amount of \$10,000. This amount will be transferred from the HOA balance.
- The \$50 Valenti's Easter Egg event sponsorship check was received.
- Allan Britte proposed purchasing a 1-year Fidelity Bond in the amount of \$5,000. The cost would be approximately \$100.
- The keys to the PO Box and shed were provided to Dan Bisher. The PO Box number is 1871.

President's Report

- This Subdivision Garage Sale held on Saturday, May 21st was successful. New signs for future garage sales will be purchased.
- The Fall Subdivision Garage Sale will be held on Saturday, September 10. The Fishing Derby will be held on Saturday, September 17.
- Bryan Kopp will work with Ken Voss (NextDoor.com administrator) to obtain and publish policies for using, creating and maintaining site. Currently, 26% of residents are utilizing the site.
- A plaque was presented to Ed Daly in appreciation of his serving 6 years on the Board.

Secretary's Report –

- Minutes from the May 9 Board Meeting were distributed by Rick Bierwagen and are being reviewed with anticipated approval at the next meeting.
- All future Board Meeting minutes will be distributed one week prior to the next meeting for review.
- Meeting Minutes format approved.
- An internal Board Member contact list was distributed.
- A new meeting agenda format was distributed.
- In preparation of annual report, an Events and Board Meeting calendar were distributed. Rick Bierwagen will maintain the information.
- A project to capture and file all previous, current and future Board files electronically is under review. A test of the 1&1 On-line Storage application was successful. Bryan Kopp will get a price estimate for this additional application feature. The project is headed up by Rick Bierwagen.

Grounds & Maintenance Report –

- Numerous updated provided by Mike Morgan.
- The new fence request for 27 Lakemont was approved.
- The dead tree at 14 Lakemont was removed (\$250).
- The fence line along the run-off on the middle lake will be cleared in the Fall.
- The estimate for the removal of the tree at 1001 Park Charles South is \$300. Per residents' request, approximately 3 feet of the stump will remain.
- The dead tree on the common ground behind Bridgeport and Lakemont will be first trimmed then removed at a cost of \$750.
- Only trees in the Right-of-Way are the responsibility of St. Charles County (Not median).
- If trees fall from common ground into resident's property, it is the resident's responsibility to cleanup.
- Poison Ivy removal is the responsibility of St Charles County (Invasive and noxious plants).
- A review of the condition of all 5 monuments will be conducted and bids obtained to repair or cleanup. This will be undertaken due to the extensive damaged caused by a vehicle crashing into the monument at Park Charles Blvd. and Howell Road. A police report was filed and the responsible party has been identified. Repair estimates (3) are being obtained.
- Mike Morgan will work with Allan Britte to remove and donate the snow sleigh located in the HOA shed.

Web Site Maintenance Report –

- Paul Jimenez has obtained 47 maps of the subdivision. These will provide a historical record and are being provided at no cost to the HOA. The maps are produced in a PDF format for easy transfer. A place to store and maintain is being determined. Ken Voss will work with Paul.

Meeting Ended – 8:00pm.