

**Buckhorn POA Board of Directors Meeting
Sunday, January 26, 2020**

DRAFT

I. Call Meeting to Order. The meeting, which was held at the home of Stan and Ellen Wills (Lot 20), was called to order at 5:30 p.m.

II. Attendance.

- a. Attendees --
Mike Herwald, Board Member/President
Roger Brown, Board Member/Vice President
Nancy Coats, Board Member/Secretary
Ed Sobieranski, Board Member (via telephone)
Stanley Wills, Board Member
Ellen Wills, POA Member
Larry Coats, Chair, Road Committee
Bryana Herwald, POA Member
Tom Chalker, POA Member

- a. Quorum –
All Board Members present; quorum confirmed.

III. Approval of November 10, 2019, Board Meeting Minutes. Roger made motion for approval of the minutes; motion was seconded by Mike. Motion unanimously approved.

IV. Officer/Committee Reports.

- a. Additional Road Mirrors. Larry advised that all the recently purchased road mirrors have been installed. With the exception of one mirror, all were replacements of damaged mirrors. He indicated that they are several more blind spots where mirrors are needed and requested the Board's approval to purchase at least five additional mirrors. The Board indicated that the additional mirrors would be charged to the Roads budget and that, as Road Committee Chair, Larry has the authority to use funds budgeted for Roads as he deems appropriate. Accordingly, as long as there are funds available in the Roads budget, he may order the mirrors.
- b. Carrying Unused Funds from 2019 Roads Budget to 2020 Roads Budget. Nancy advised that due to the holidays and weather conditions, the Road Committee was unable to have gravel delivered as planned in December. She, therefore, made the following motion: "That \$1,700 of the unexpended 2019 Roads budget be carried

forward to the 2020 Roads Budget.” The motion, which was seconded by Mike, was unanimously approved.

- c. Update on Unpaid Dues Litigation. Mike gave an update on the status of legal action being taken with respect to the collection of unpaid dues.
- d. Update on Website: As she was unable to attend the meeting, Website Committee Chair Char Nicholls provided a written report which Mike shared with the Board members. Char advised that “Go Daddy,” the company whose website builder we are using, is up to version 8 and although they will not force us to update, they do not offer tech support for version 6, which is what we are currently using. Cost for version 6 is \$60 annually. Updating to version 8 would cost an additional \$95 per year. In light of the numerous advantages of updating -- SSL certification making the website secure, more data capacity, easier to manage data, tech support and more features for the mobile app – Roger made a motion that the Board approve the additional \$95 per year expense to upgrade the website platform to version 8. Mike seconded the motion, which was unanimously approved.

Tom Chalker, who is currently the “owner” of the website, recommended that ownership be transferred to the POA as he no longer actively participates in the maintenance of the website. Per unanimous approval of the Board (motion by Roger, seconded by Stanley), ownership will be transferred to the Board of Directors, care of the Secretary/Treasurer, who be responsible for payment of the annual fee. Site management will remain with the Website Chair. Tom will follow up with Go Daddy to find out how to handle the transfer of ownership, as well as, hopefully, the simultaneous update to version 8.

- e. Date/Location of Annual Meeting. Per the POA Bylaws, the annual membership is to be held the last Saturday in March, which is March 28, 2020, at 1:00 p.m. The Board would like to have the meeting at the Clifftondale Country Club (same location as last year), and Larry Coats will contact the Club Director to reserve the space and will confirm the reservation with the POA President as soon as possible.
- f. Tree Offer. Nancy provided a very brief update on the 2020 tree offer, a repeat of the distribution of trees at the 2019 annual membership meeting. A flyer announcing the 2020 tree offer has been posted on the POA website, as well as on the Buckhorn facebook page, asking anyone interested in obtaining additional trees to let Nancy know by March 8.
- g. Light needed at 42 Gate. Larry advised that it is extremely difficult to see the keypad or the “ship to” information on the materials left in the delivery box after dark, and recommended that a light be installed at the 42 gate for better night visibility as well as improved security. Gate Committee Chair Mike Herwald will coordinate the installation of a light at the 42 gate.

There was also discussion about the viability (i.e., cost) of individual remotes or a key card operation which would provide better tracking/accountability of those entering and/or leaving the Buckhorn development. Larry Coats agreed to look into available options and cost.

Larry and Nancy Coats agreed to repair and reinstall the signs at the gate entrances that provided contact information for reporting gate problems. The signs had been removed due to weather damage.

- h. Firewise. Mike advised that Dennis Wallingsford, Firewise Committee Chair, has arranged for Grayson Coleman from the Department of Forestry to give a presentation at the annual meeting.

V. Adjournment. Motion to adjourn meeting made by Mike Herwald and seconded by Stanley Wills. Approval was unanimous, and meeting adjourned at 6:38 p.m.