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**PINE RIDGE MASTER ASSOCIATION**  
**MINUTES OF THE NOVEMBER 16, 2005 BOARD OF DIRECTOR MEETING**

**CALL TO ORDER**

President Mike Smith called the meeting to order at 7:00 PM. Directors present: Loyd Saenger, Frank Mancini, and Henry Withers. Mike Mauck was absent. Also present was Ron Valiga of Hallmark Management.

**MINUTES:**

On a motion from Loyd, 2nd by Henry, the minutes of the October 2005 meeting were approved as corrected.

**OPEN FORUM:**

**FINANCE:**

The financials for month ending October 2005 were reviewed and were accepted as presented. A check for payment of wall repairs made by the Pine Ridge Association should have been paid by the Lifestyle Association. A check will be made to repay The Pine Ridge Association for the repairs. A check made payable to Loyd was for postage and ~~map~~ photo's of the community.

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**GROUNDS:**

- Josh Schultz of Schultz Industries was present. Josh gave a description of how the hierarchy of management flows at Schultz Landscaping
- Frank Mancini & Don Van Putten volunteered to be snow monitors and interface with Tony Delphia of Schultz Industries for snow removal.
- Due to the size of Pine Ridge, (Lifestyle, Villa Carriage & the Master Association) 1 snow removal crew will be assigned to the Association.
- Schultz Industries can cover any issues of landscaping
- The BOD questioned if the parking enforcement procedure was being adhered to by Hallmark Management. Loyd noted the Ridge parking lot could be used for overflow parking for Thanksgiving. Hallmark was instructed not to issue any parking violations for street parking during the holidays.
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**OTHER BUSINESS:**

The 2006 proposed budget was discussed. On a motion by Loyd, 2<sup>nd</sup> by Frank the proposed budget was accepted. A review vs. an audit was discussed. Loyd will review the options, get bids on both options. On a motion by Frank, 2<sup>nd</sup> by Loyd, \$17,000 was transferred from operating to reserves. On a motion by Mike S., 2<sup>nd</sup> by Frank a \$30,000 CD for a term of 6months and a CD for \$20,000 for a term on 3 months were purchased for the reserve account. On a motion by Mike S., 2<sup>nd</sup> by Loyd, a snow removal and winter watering contract was with Schultz Industries. The annual membership meeting form letters will be e-mailed to Loyd. Loyd will cut and paste the letters into an e-mail notification. The required SB-100 policies were review and approved as amended. Mike S. will print final copies and get signatures for implementation by January 1, 2006.



**ADJOURNMENT:**

As no further business was brought before the Board, the meeting was adjourned at 8:51 PM.

Respectfully submitted

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Henry Withers, Secretary