**BERN CREEK HOMEOWNERS ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING**

**Tuesday, June 23rd 2020**

**7:00 PM**

*VIRTUAL MEETING VIA ZOOM*

**MEETING MINUTES**

1. Call to order: 7:10pm

2. Establish a quorum

 **a**. Kenneth Castro, Gary Dahl, Mike Hutchinson, Cindy Martin, Michael Resnick and Frank Rich were all present via Zoom and a quorum was established. Also present via Zoom, was Kasey Dick with Pinnacle Management.

3. Approval of minutes:

 **a**. May 26th 2020 - Michael Resnick made a motion to approve the meeting minutes as presented. The motion was seconded by Frank Rich. After discussion Gary Dahl requested Kasey Dick redo the meeting minutes with more details. Michael Resnick made a motion to withdraw his original motion to approve the meeting minutes until Kasey Dick can resubmit. Motion has been tabled. Kasey will work on adding addition information and will resubmit.

4. Accounting:

 **a**. Kenneth Castro made a motion to approve the following 3 invoices to be paid. The invoices are for Wilhelm Brothers (landscaping), Pinnacle Community Association Management (Management Fees) and Hill Law Firm (Legal). The motion was seconded by Frank Rich and was unanimously approved.

 **b.** Discussion was held regarding delinquent homeowners. Frank Rich will try to contact the homeowners directly to see if we can come up with a solution.

5. New Business:

 **a.** Kasey Dick will send copies of sample letters (1st, 2nd and 3rd) to the Board for their review.

 **b**. ARC Application (2000 Bern Creek)- Frank Rich gave the Board a status update on the ARC Application. Frank stopped by and looked at the water runoff after the Association occurred a bad rainstorm and stated it did not appear bad. Discussion was held on what is considered harmonized. After discussion with the Board, Gary Dahl made a motion to approve the ARC Application with contingency that the homeowner submits the final drawing, permit, and final plan of water retention that the county gives him. The motion was seconded by Kenneth Castro. Cindy Martin, Michael Resnick and Frank Rich voted in favor while Mike Hutchinson voted against. The motion passes.

 **c.** Susan Schoette-Gumm gave an update on the new proposed development. The Association Attorney, Cindy Hill recommended the Board hire Robert Lincoln P.A. to assist the Association for this matter. After discussion, Cindy Martin made a motion to hire Robert Lincoln P.A. to represent the Association for costs not to exceed $4,000.00 and to allow Susan access to the attorney. The motion was seconded by Frank Rich and was unanimously approved.

 **d.** Discussion was held regarding installing 4 new signs near the divots on Cow Pen Road for safety. Cindy Martin made a motion to approve the expenditure of the signs, including cost and labor. The motion was seconded by Gary Dahl and was unanimously approved.

 **e.** Tax Return- Pinnacle is still working on having the 2019 Tax Return completed. Kasey Dick assured the Board it would be completed and submitted on time.

8. Member comments: No member comments were taken at this time.

9. Adjournment and next meeting date:

a. Adjournment 9:11pm

b. Next Meeting Date: Tuesday July 28th 2020

**Meeting Minutes prepared by Kasey Dick, Pinnacle Management**