

**BERN CREEK HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**Tuesday, May 26<sup>th</sup> 2020**  
**7:00 PM**  
*VIRTUAL MEETING VIA ZOOM*

**MEETING MINUTES**

1. Call to order: 7:07pm
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. March 24<sup>th</sup> 2020- Mike Hutchinson made a motion to approve the March 24<sup>th</sup> meeting minutes as presented. The motion was seconded by Michael Resnick and was unanimously approved.
  - b. April 28<sup>th</sup> 2020- Frank Rich made a motion to approve the April 28<sup>th</sup> meeting minutes as presented. The motion was seconded by Kenneth Castro and was unanimously approved.
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. Kenneth Castro made a motion to allow Pinnacle Community Association Management to handle the 2019 Tax Return. The motion was seconded by Frank Rich and was unanimously approved.
  - C. Discussion was held regarding the late fee for Lot 64. After discussion it was agreed upon removing the late fee as the notices were sent to the incorrect address.
5. New Business:
  - a. Articles Update- Kaki Decker is working with Cindy Hill from Hill Law Firm, P.A. regarding the Articles Update.
  - b. ARC Application (2000 Bern Creek)- After review of the ARC application, the Board would like additional information, such as the size, the water runoff, if the homeowner has spoken to his neighbors, ext. The Board would like to have a friendly conversation with the homeowner to get this missing information. Cindy Martin made a motion to table the ARC application until the June Meeting.

c. It was requested Kasey Dick send copies of sample letters that Pinnacle sends out, including late letters and violations.

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

9. Adjournment and next meeting date:

a. Adjournment 8:48pm

b. Next Meeting Date: Tuesday June 23<sup>rd</sup> 2020

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