

**PONDEROSA MEADOWS HOMEOWNERS ASSOCIATION  
P.O. BOX 11110  
TRUCKEE, CA. 96162  
(530) 587-8647**

1/22/08

MINUTES

1. CALL TO ORDER

Vice President Elizabeth Witt called the meeting to order at 10:35 AM. Beth Bridges, Secretary/Treasurer, and Rick Gardner, Manager, were present in person. Elizabeth Witt, Vice President, and Bob Bartel, President, were present by conference call.

2. APPROVAL OF MINUTES

Elizabeth Witt moved to approve the minutes from the meeting held on October 23, 2007 with one correction. She is the Vice President, not the President. Beth Bridges seconded the motion, which passed unanimously.

3. MEMBERS FORUM

Other than developer appointees, there were no members present and no issues were discussed at this time.

4. FINANCIAL

**A. Review reports.**

The Board reviewed the financial reports ending December 31, 2007. Following a short discussion, the Board instructed Management to assess all units owned by the developer and to apply the previously paid \$10,000 subsidy to the outstanding invoices. Furthermore, a prorated Reserve contribution shall be made for 2007 and monthly Reserve contributions shall begin in January for 2008.

It was noted that the two owners of record have been assessed \$157 per month instead of the \$153 stated in the Division of Real Estate's pro forma budget. The Board instructed Management to correct the situation with a credit on the next billing and to make sure the adjustment is reflected on the developer's ledgers also.

Management will assist the accountant in the preparation of the 2007 Corporate Taxes and compilation.

5. NEW BUSINESS

**A. Snow removal performance. One pass adequate? Developer paying for more passes.**

John Nolan joined the meeting at this time and reported that the performance of the snow removal contractor is adequate now. Management reported that during the first heavy snowfall, the snow removal contractor's snow blower broke down, which initially caused some problems but that things are better now. Mr. Nolan did say that there were a few broken snow poles and that he hoped these

would be replaced so that there would be no possibility of any damage done to utilities.

It was generally agreed that next year, shoveling of the snow around the mailboxes needs to be added to the contract.

Mr. Nolan also reported at this time that the sewer lift station maintenance contract has not been received yet. Some work has been done under warranty and one of the manhole covers is too small to allow removal of the pumps and will need to be replaced with a larger opening.

When SPB Utilities creates the maintenance contract, it needs to be between SPB Utilities and the Ponderosa Meadows Homeowners Association and needs to be signed by a Director.

**B. Reserve contribution 2007.**

This was addressed during the financial report.

**C. J. Carter Witt resignation submitted. Board to appoint Bob Bartel in his place on the Board.**

Bob Bartel was appointed by the developer to replace J. Carter Witt as a Director on the Board. At this time, Beth Bridges moved to nominate Bob Bartel as President. Elizabeth Witt seconded the motion, which passed unanimously. Bob Bartel moved to nominate Beth Bridges as Secretary/Treasurer. Elizabeth Witt seconded the motion, which passed unanimously. Elizabeth Witt shall remain the Vice President.

6. ADJOURNMENT

Elizabeth Witt moved to adjourn the meeting at 11:18 AM. Bob Bartel seconded the motion, which passed unanimously.