Pinebrook
Homeowners Association
P.O. Box 718 Arnold, CA 95223-0718

BOARD OF DIRECTORS MEETING AGENDA

Date: Wednesday, October 21, 2026
Time: 6:00 PM
Location: Pinebrook Town Hall

1. Call to Order

6:07PM – Jeff, Ron, Mario
Zoom: Steve, Julie, Terri
Guest: Britany, Erin

2. Approval of Previous Meeting Minutes

Approved unanimously

3. Reports

- President's Report – We need a Secretary; I cannot wear all the hats. Please reach out and help fill this seat.
  Jeff ordered Tonys 9x6 plaque, ready in 2 weeks about $100
  Help find Secretary, haven't heard from Janelle Williams so need look for Social Director.
  Continue to keep Board meetings short and to the point.
- Treasurer's Report – Review actuals and budgets. Update on dues collected. Getting Terri on as signer.
  Mario reviewed bank accounts (saving, Checking, CDs) 46 units unpaid as of 10/19/2026
  Terri Watkins signed on to US Bank account, still need to be added to El Dorado as a signer, Tony has been removed from US Bank.
- Maintenance Report – Upcoming volunteer day October 24th
  Up coming Volunteer Day Oct 24. Move picnic tables, winterize bathhouse, need 4/5 people. Mario Rojas to quote the concrete wall project. Britany will coordinate. Docks have been pulled, and starting to drain the lake. Will hire a diver to help pull the boards and find the break. Jeff suggested to move sand, in hopes to save money on sand next year
- Office / Administrative Report – Manage Casa, Office status, equipment.
  Steve- Website in moving along. Need to work out kinks on google form documents, and moving forward making sure all docs are owned by Pinebrook emails.
  Britany/ Erin: Comcast beach wifi has been paused until April 20027. Office computer and monitors have been ordered. Office phone can now receive text messages. Google email is linked to Kens phone number, will need to be disconnected, as set to office line. Erins having issues with secretary of state doc for updating the new officers. Manage Casa mailers have been sent out. Email invites have gone out, and owners are slowly getting registered. Brittany will send out Newsflash about the gradual rollout of ManageCasa, pointing out that the software transfer is still being done and let owners know that invoice recording is still being processed. Erin is working on transfer, Britany is

working on the messaging side and owner communications. Deposits will have fees applied; MC will need to wait on pulling their portion of fees so it doesn't mess with our fiscal year.

4. Old Business

- Review of Outstanding Items – ***revisit lake access use in the spring, vote to go out in MC***
- Updates on Ongoing Projects - ***Jeff ordered Tonys 9x6 plaque, ready in 2 weeks about $100***

5. New Business

- Discussion of New Items
  - Our P&P state that homeowners operating short term rentals must provide the HOA the names of their renters one week prior to arrival for facility access. Do we enforce? How do we move forward.
  Per our CC&Rs anyone renting long-term need to supply lease agreements to the office.
  - Our P&P states that UFM properties cannot be rentals. If there's an easy way to ensure compliance, we need to figure that out.
  Britany will send out evote through MC – "How do you use your residence?" to all owners, including UFMs
  Terri may know how to get a log of all Vacation rentals in Pinebrook
- Board Decisions and Action Items
  - Camp Host: Alan and Christian may possible be interested in coming back next year. However they are looking for payable positions, this is up for discussion.
  Alan and Chritian may be interested in coming back next year, IF they can be compensated for the time and work. Possibly becoming the beach attendants.
  Erin mentioned camp host are set up differently and we will need to look deeper into options for payroll.
  Brittany reviewed the beach logs and Tuesdays and Wednesdays are the least attended days.

6. Homeowner Comments and Questions

Ron- 6 units didn't pass fire inspection. Britany to mail formal suspension letters. Ron will call Calfire.
Jeff- Board members receiving phone calls about issues. Requests, complaints, concerns, and any direct communication needs to be done through the office as our P&Ps state. Steve request to have Board Member contacts removed from documents.
Revisit manage casa votes for beach access. How many passes per house hold.

7. Next Meeting Date – Wednesday March 10th 6pm Zoom

8. Adjournment

Ron made motion to adjourn
Mario second
7:12PM

****MC- ManagCasa***