



# PHEASANT POINT I HOMEOWNERS ASSOCIATION (“PP1HOA”)

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Annual Meeting

A G E N D A

Tuesday, January 12th, 2021 @ 6:30 p.m.  
Town of Middleton Hall

## Board of Directors (“Directors” or “Board”):

- a. Craig J. Klaas
- b. Deneen Wellik
- c. Melissa Thomley

## Officers

- a. **President:** Craig J. (C.J.) Klaas
- b. **Vice-President:** Vacant
- c. **Secretary:** Deneen Wellik
- d. **Treasurer:** Melissa Thomley

## Committees

1. **Architectural Control Committee (“ACC”)(Created in Article XIV of Bylaws)**
  - a. ~~Mike Montalto~~-stepping down
  - b. ~~Scott Lindblom~~-moved out of neighborhood
  - c. Dale Egeberg
  - d. Mary Ozers-added in 2021
2. **Parks Committee (“PC”)(Created by need and not as a requirement of the Bylaws)**
  - a. Mike Schubert
3. **Mailbox Committee (“MC”)(Created by need and not as a requirement of the Bylaws)**
  - a. Mike Schubert
  - b. Craig J. (C.J.) Klaas
4. **Terms & Covenants Committee (“TCC”)(Created by need as a bi-product of the 2020 Annual PP1HOA meeting and not as a requirement of the Bylaws)**
  - a. Deneen Wellik
  - b. Dale Steber
  - c. Dale Egeberg

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## 1. Call meeting to order

- Special notes about ZOOM etiquette...

## 2. President’s address

As outlined in Bylaws & Covenants & Restrictions...

- purpose of HOA, number of lots/members, definition of “quorum” (51%) for transaction of business, powers & duties of directors elected by members, powers & duties of officers elected by directors,

importance of annual budget and inability of board to spend more than \$1,000 in excess of budget without member approval, reminder of reference to “current roster”, adoption/amendment/peal of rules and regulations (covenants & restrictions), or Bylaws requires 67% agreement of the lots, plat map & outlot 2 [photos](#).

- PLEASE READ the Covenants & Restrictions available on our website: [bit.ly/pheasantpoint](http://bit.ly/pheasantpoint)
- Posture of using Covenants & Restrictions as a shield and not as a sword.
- We live in an AMAZING neighborhood and we hope the PP1HOA can play a small part in keeping it that way.
- The PP1HOA Directors and Officers follow a “Parliamentary Procedure” for running our annual meetings, which are then governed by “Robert’s Rules of Order” which include “Main Motions” requiring a 2nd, with a vote thereafter.

### **3. Roll of Lot Owners**

Certify Proxies  
Verify Quorum

### **4. Approval of Minutes From 2020 Meeting.**

### **5. Treasurer’s Report and Finances (Melissa Thomley)**

- Balance of Accounts (As of 1/1/2021: Pond Account: \$9,600. General Account: \$14,451.86)
- Long-Term Pond Fund – Projected Balance vs. Actual Balance
- Review 2021 Budget - Discuss Annual Dues

### **6. Secretary’s Report (Deneen Wellik)**

- Attempt to update our PP1HOA Directory (aka: “Current Roster” as stated in Bylaws)
- Annual creation and delivery of PP1HOA Newsletter
- Use of NextDoor application for immediate communications

### **7. Parks Committee (“PC”) Report (Mike Schubert)**

- Monument tree replacement project proposal (more details in New Business)
- Contract for Landscape Maintenance at the Entrances & Outlot 2
- Trees dying and pond maintenance and monument fixing. [Photos](#).

### **8. Architectural Control Committee (“ACC”) Report (Dale Egeberg & Mary Ozers)**

- Solar panels, fences, pools and other various requests

### **9. Mailbox Committee (“MC”) Report (Mike Schubert & Craig J. (C.J.) Klaas)**

- 2020 and 2021 mailbox and street sign refurbishment project. [Photos](#).
- Mailbox details (requirements, measurements, paint colors, etc.) on PP1HOA website.

### **10. Terms & Covenants Committee (“TCC”) Report (Deneen Wellik Dale Egeberg, Dale Steber)**

- Review and discuss temporary purposes for the committee as “Term of Covenants & Restrictions” ended on 11/7/2020 and then automatically renews for a 10 year period thereafter.

### **11. Unfinished Business**

- None

### **12. New Business**

- Mary Ozers & Daughter, Ellie, thank PP1HOA members for their amazing generosity in donations for the MOM Food drive on 1/10/2021 for Ellie’s National Honor Society project. [Photos](#).
- Monument tree replacement project proposal (See Parks Committee proposal and options)
- Addition and/or subtraction of Directors, Officers or Committee Members

- o Needs: 1-More Parks Committee members. 2-More Architectural Control Committee members, 3-Vice President
- Electronic access to core PPIHOA documents and information (ex: Covenants and Restrictions, Bylaws, Amendments, Meeting minutes, Newsletters, Mailboxes, etc.) ([bit.ly/pheasantpoint](http://bit.ly/pheasantpoint))
- New/updated directory (aka: “Current Roster” as stated in Bylaws)
- Encouraging use of NextDoor application and notice of intent to create and distribute annual newsletter
- New mailbox replacement and management vendor (THANK YOU MIKE SCHUBERT!)
- Term of Covenants (section 20 of Covenants and Restrictions) coming to an end on 11/7/2020, after 25 years from creation date (11/7/1995). Will auto renew for 10 year period unless 67% of Lot owners want to modify, change or update them.

### **13. Adjourn**