

**The Ponderosa Trails Homeowners Association
Board of Directors Meeting
Friday December 7, 2007 at 4:00pm
Mark Caro Property Management, LLC**

Minutes

1. Board President Bill Menard called the meeting to order at 4:01pm.
2. A quorum was achieved with the following Board Members present: Bill Menard, Ken Swartz, Bryan Burton and Michael Watkins. Mike Hutchins and Pamela Nelson were present as Property Managers.
3. Bill Menard deferred the Notice of option to recess into executive session.
4. The Board reviewed the September 28, 2007 Board of Director's minutes. Minutes were MSA as submitted.
5. The Board reviewed the 2007 Annual Meeting Minutes. Minutes MSA as submitted.
6. The Board reviewed the November 2007 Financial Reports. The Board requested the following corrections:
 - a. Invoice 1173 will change from a carpentry account to the landscaping account.
 - b. Add total to financial reports.
7. The Board reviewed the Proposed 2008 Budget. The Board tabled further discussion due to a possible change in Insurance. The Board MSA the budget with the modifications in the accounts of carpentry, taxes, and landscaping.
8. Ken Swartz and Mike Hutchins presented the current Violation Report. The Board requests a letter to be sent to the Homeowner of Lot 465 to turn their pile of rocks into their landscaping. To date the pile of rocks has not been approved by the ARC as acceptable landscaping.
9. Election of 2008 Officers
 - a. President- Bill Menard
 - b. Vice President- Bryan Burton
 - c. Secretary/Treasurer- Ken Swartz
10. Appointment of 2008 Committees and Committee Chairs
 - a. Architectural Review Committee: Michael Watkins & Bryan Burton
 - b. Violation Committee: Ken Swartz
 - c. Events Committee: Kelly Walthour
11. The Board requested to have the Association's attorney Keith Hammond at the next board meeting
12. Open Fourm
 - a. Newsletter- discounts to members at Warner's and Native Plant & Seed
 - i. Property Manager will contact other Ponderosa Trails neighborhoods requesting their permission to join forces in finding out if a local landscaping business will grant a discount coupon to be published in the HOA newsletters.

- b. Contact Board Presidents at other Ponderosa HOAs
 - c. PM to re-write the letter to the City in regards to paving the city trail on El Conquistador.
 - d. Letter to Homeowner Scott Weber concerning drainage on common area.
13. Next meeting will be held on March 7, 2008 at 4PM.
 14. Meeting adjourned at 5:57PM.
 15. Respectfully submitted,
Mark Caro Property Management, LLC