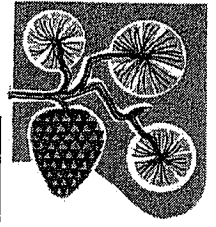


February 2015



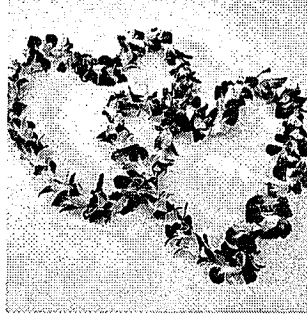
# Nisqually Pines Community Club

**Nisqually Pines  
Community Club**

8903 Pepperidge Lane SE  
Yelm, WA 98597

Phone: 360-458-7370  
Fax: 360-458-7157  
Hours of operation:  
Monday - Friday, 7:30 to 5 pm

[www.nisquallypines.com](http://www.nisquallypines.com)



*Happy  
Valentine's  
Day*

## Important Dates:

February 10th  
Adjudication 7pm

February 14th  
Open Board 10am

February 18th  
Finance 6:30pm

February 22nd  
C.E.R.T. 6pm

February 25th  
Events 6pm  
Open Board 6:30 pm



## **ATTENTION MEMBERS:**

The following Facebook pages are not Nisqually Pines Operated:

- ♦ Nisqually Pines Development Page
- ♦ Nisqually Pines Resident Yelm
- ♦ Nisqually Pines Community

The contents in these pages are misleading. If you have any questions please call the office and talk to the staff for clarification.

**Are you good with numbers?**

**Want to put that skill to work?**



The finance committee is looking for new members to help build the 2015-2016 budget.

Pick up an application at the office or online at [www.nisquallypines.com](http://www.nisquallypines.com)

# February 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10 Adjudication 7 pm	11	12	13	14 Open Board 10:00am
15	16	17	18 Finance 6:30 pm	19	20	21
22 C.E.R.T. 6:00PM	23	24	25 Events 6pm Open Board 6:30 pm	26	27	28

## *A Word from our Staff*

**Office Manager:** *Charity Mayerl*

Email: cmayerl@nisquallypines.com, Phone: 360-458-7370, Fax: 360-458-7157

Please make sure the office has a current telephone/cell number for you, in case of emergency.

**Office Assistant & Property Standards:** *Paulette Howard*

Email: propertystandards@nisquallypines.com, Phone: 360-458-7370, Fax: 360-458-7157

**REMINDER: Get your burn permits at the office**

Please be sure you are burning only natural wood.

**Water Department:** *Julie Rbey-Baumann*

Email: waterdept@nisquallypines.com, Phone: 360-458-7393, Fax: 360-458-7157

I am still seeing hoses connected to your outside hose bibs. Please disconnect them and winterize those hose bibs, if they freeze and bust, we cannot give you credit on your water bill because you didn't winterize.

During this cold snap if you have animals take care to keep those water bowls unthawed and their house stuffed with straw. For flea problems mix cedar chips with the straw. You can get a bag at Dels or any farm supply store. Your pets are not wild animals, they depend on you to take care of them.

Keep an eye on the usage line on your bills. We only recheck 2000 and more cubic feet, so if you are a small user and your usage went up to 1500 cubic feet we may not catch it. If you think you may have a leak, just call we will come check your meter.

We will be sending out water surveys again in February. Please fill them out and return them to office. If you have a hot tub or underground sprinklers, and have not filled out a survey, call and do so.

Thank you, your water manager  
Julie Baumann

**Maintenance Department:** *Bob Smith and Joe Zeiler*

Email: maintenance@nisquallypines.com, Phone: 360-458-7393, Fax: 360-458-7157

**Help keep our community clean—please do not litter or use our green zones as dumps. Thank you!**

# Updates

## **Treasurer Report:**

Good things are happening! It just takes time!!

Audit is under way. The auditor is finalizing our audit. It should be ready to present to the community mid March.

## **Ending Balances for December 2014**

General Fund: \$163,288.64

Long Range Plan: \$274,901.59

Water Loan 1 Fund: \$46,812.12

Emergency Fund: \$20,079.81

Key Bank USDA Loan: \$221,656.77

Gold Money Market: \$165,542.99

CD #1: \$51,533.40

CD#4: \$90,185.20

CD#5: \$26,637.31

Twin Star Savings: \$86,695.70

**Grand Total \$1,147,333.53**

## **Clubhouse:**

The board of directors updated our Clubhouse Use Policy and increased the refundable cleaning deposits amounts. New procedures are in place to ensure a speedy return for your deposit. You can pick up a copy at the office.

We installed a 65" inch T.V. with a locking cabinet, with cable, wifi, in the clubhouse for your use. This month we hope that will increase our rentals as well!!

# Board News

## Board of Directors

*Eric Weaver* — President, Security

*Tomie Barton* — Vice President, Acting Secretary, River Park & Pool Contact, C.E.R.T. and Clubhouse Contact

*Joyce Clapham* — Treasurer, Office, Bookkeeper & Property Standards, Water & Maintenance and Adjudication contact

*Sherry O'Dell* — position TBD

*Cory Parsons* — position TBD

## Board Updates

WELCOME Cory Parsons to the board of directors!! Cory has lived in the Pines since 2004. He is living in the house that he helped build for his Grandfather. Cory has been very involved with his church but has decided to step down and step up here so that he can help the community in which he lives.

This month the Board is looking at holding the 1st meeting on Saturday the 14th @ 10am hoping to get more community involvement.

Our office staff is working on updating our website, so be on the look out for changes over the next few months!

We have been reviewing policies and procedures and updating as necessary and upon approval posting them in the monthly newsletter. Copies are available at the office and on our website.

### **Volunteer's Needed!!! Homeowners we need YOU!!**

Our community is in need of volunteers for both our board of directors and our committees. We ask that you please consider joining us. Help us continue to make the Pines a better place to live!



# Updates

## page 2

### Property Standards

Last month the following warnings or fines were issued:

- 1 burning toxic debris
- 5 debris
- 1 parking on easement
- 1 dog violation
- 1 property an eyesore
- 1 fine second dwelling

5 Thank you notes were sent to members for coming into compliance.

If you are new to the Pines and do not have a copy of our current Resolution 94-1's please stop by the office to pick up a copy or view online at [www.nisquallypines.com](http://www.nisquallypines.com)

We are planning to update this resolution and need more community input—please come and attend our Resolutions meetings.

Starting this month Property Standards will start doing random checks during the evening hours.

35 Million Heart Shape Boxes  
Chocolate and Candy are sold  
entines Day



of  
on Val-

# *Committee Happenings*

## **Adjudication**

1 case for January, fine stood. Next meeting February 10th, 7pm

Members: Mary Risch, Phyllis Meyers, Theresa Donovan, Rob Parkhill  
Contact: Joyce Clapham

## **Finance**

Meetings to resume February 18th 6:30pm - Agenda: Current P & L, June ballot items

Members: Joyce Clapham, Tonie Barton and Mary Risch

## **Events**

Need volunteers to help organize Easter Egg Hunt. Contact the office if you are interested! Next meeting: February 25th 6pm

Members: Charity Mayerl, Rob Parkhill, Mary Risch,  
Contacts: Joyce Clapham and Tonie Barton

## **Resolutions**

In need of volunteers to help rewrite our outdated Resolution 94-1's. Next meeting: TBD

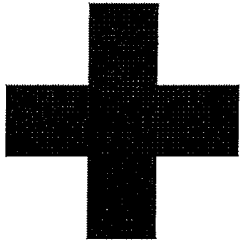
Members: Tonie Barton, Eric Weaver and Charity Mayerl

## **C.E.R.T. Community Emergency Response Team**

Next meeting: Sunday February 22nd 6pm-How to handle bodies & triage

Members: Mike Koon, Jeff and Theresa Donovan, Kathy Lusk, Sue and Rob Parkhill  
Contact: Tonie Barton

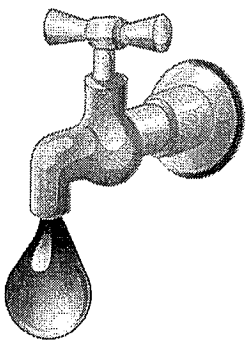
*Most of our committees are small and consist of the same volunteers, please come and listen to what they are working on and see if maybe you can help!*



During an emergency, power outage or storm, if you will need assistance, please make sure the office has your name on their emergency contact list.

This way during any type of emergency we can make sure to have a volunteer check on you.

In case of an emergency or extended power outage, our clubhouse is an emergency shelter. We have a telephone for emergency calls, a generator, propane fireplace, blankets and food available to all residents in need.



### **ATTENTION OWNERS !!!**

If you are going out of town, have a vacant home or rental property—PLEASE have your water shut off while your home sits vacant.

At any time a leak may occur and it can be very costly!!

Call the office to request shut off.

Thank you!!



## River Park hours

**\*The River Park is for members and their guests only\***

Any vehicle found in the River Park parking area without a Nisqually Pines Pass will be towed at the owners expense. Parking is allowed only in the park. Any vehicle on or near the road will immediately be towed.

Open year round

Winter Hours are 8 am to 7:30 pm approx.

No lifeguard on duty - swim at your own risk.

No alcohol permitted on the premises.

No fires or over night camping!

**Per Fish and Wildlife Dept. ONLY Catch and Release fishing is allowed on the Nisqually River!!**

## ATTENTION DOG OWNERS:

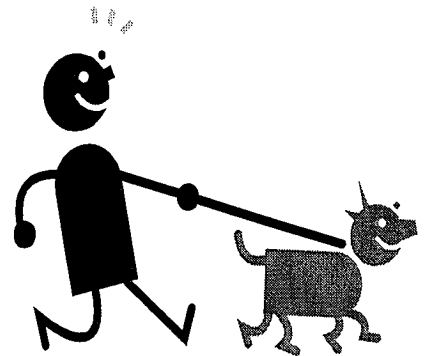
Dogs are to be on leashes at all times when outside their fenced yards. This includes all park areas, including River park, Little lake park, playground, clubhouse park area and office area.

Please make sure you are cleaning up after your  
pets!

3% Pet owners give  
Valentines Gifts to  
their pets.

Pet feces are toxic!!

Thank you!



# Classified Ads

## Handy Man

Roof repairs or replacement  
Skylight replacement, roof cleaning  
Call Wes Craney  
360-970-4480

Affordable prices, honest  
& efficient.

I'm experienced in painting, texture, flooring, tiling, carpeting, sheet rock, etc.

Also outside work: welding, trimming, cutting trees, landscaping, lawn mowing, pressure washing, deck repair & mechanic.

Call 360-970-1992

## House Cleaning

Jody's house cleaning services  
I will clean anything in your home!  
I have excellent references  
Call Jody at 360-400-3119

## For Sale

Old Trunk \$50  
Ring size 7 \$40  
Garden Table \$200  
360-464-0993

## Caregiver

### w/30+ years Experience

Has openings, will work days, nights, over nights and weekends. Trained and Experienced with personal care, dementia care, respite and hospice care.

Call Carol 360-339-1846

## Certified in home Provider Seeking Clients or housekeeping jobs

Rides to appointments or chores  
Honest and dependable  
Will work by the hour or the job  
Call Julie 360-688-4931

## For Sale

2 twin zebra print  
twin size comforters  
\$15 each  
360-480-7611

## Looking for Odd Jobs

Teen trying to raise money for  
College.

Dog Sitting/Walking, Babysitting,  
House Cleaning, Yard Help.

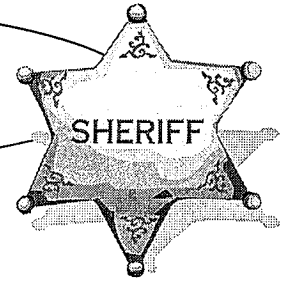
Call April: 400-0822

## Candy Hearts

In 1866 candy manufacturer NECCO made the first "Conversation Hearts" then called "Motto Hearts." Eight billion of these candies are sold between January 1 thru February 14.



# Police Blotter

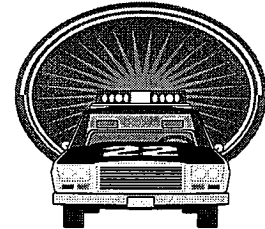


## December

- 24- DUI on Briar, Civil Auto Theft Pepperidge
- 25- Routine Patrol
- 26- Routine Patrol, Suspicious Person Silverbell
- 27- Juvenile runaway seen in the Pines, Routine Patrol
- 28- Routine Patrol, Civil Issue/Mischief, Traffic Stop Expired Tabs Port Orford
- 29- Routine Patrol, Trespass Thuja Ave
- 30- Routine Patrol, Traffic Stop
- 31- Fireworks Complaint/Gave Warning Pepperidge, Traffic Stop, Animal Complaint Thuja Ave., Assisted Yelm PD with Wanted Subject Suntree Court, DV Assault on Heather

## January

- 1- Routine Patrol
- 2- Routine Patrol
- 3- Bicyclist w/no headlight or taillight, ride to motorist whose car broke down to Sumac
- 5- Burglary Wisteria, Animal complaint Wisteria
- 8- Assisted YPD with welfare check on Almond Ct., Field Interview with 2 kids (teens)
- 9- Disturbance Heather/Picea, Suspicious vehicle partially in roadway w/driver's door open owner oversight Holly St., attempted to communicate on Thuja unable to locate, Routine Patrol
- 10- Routine Patrol
- 11- Routine Patrol
- 12- Routine Patrol
- 13- Routine Patrol
- 14- Traffic complaints speeding vehicle Port Orford-unable to locate
- 16- NP Staff found wallet in the trash at the Little Lake Park, child neglect investigation trespass compliant
- 17- Routine patrol
- 18- Routine Patrol
- 19- Routine Patrol
- 23- Assisted Pizza Delivery with weird address on Heather, assist fire/mental complaint Thuja, Routine Patrol
- 24- Runaway reported Silverbell, attempted to find runaway at friend's house, home unsecure presume possible burglary on Briar, field interview, Routine Patrol
- 25- Routine Patrol



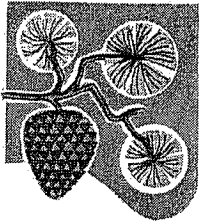
Routine Patrol means house checks, Clubhouse, River Park, Office and area patrol. If you see something suspicious, call 911. Don't wait until the next day and call the Pines Office.

\*\*Please note that if you call the Sheriff and they aren't in the Pines on our time, their response time will vary on type of emergency. \*\*

The non-emergency number for the sheriff is 360-704-2740 Please lock doors and don't leave valuables in your vehicles. If you are going on vacation, you can have the sheriff check your house to make sure it is secure.

Created by NPCC Staff and Board of Directors.  
If you have anything you would like to see more or less of,  
please let us know!!

Deadline is the 20th of the month.



*Come and live!*

We're on the Web too!  
[www.nisquallypines.com](http://www.nisquallypines.com)

*"Your Local Re/Max office"*

**RE/MAX COUNTRY**  
Property Management & Real Estate Services



206 West Yelm Ave. Yelm, WA 98597

**Michelle (Micki) Easterly**

*Property Manager/Realtor*

**253-831-2680 / 360-400-3475**

**[www.YelmWaRealEstateAgent.com](http://www.YelmWaRealEstateAgent.com)**

## What should you do?

Proper installation, operation, and maintenance of fuel-burning appliances in the home is the most important factor in reducing the risk of CO poisoning.

Make sure appliances are installed according to the manufacturer's instructions and the local codes. Most appliances should be installed by a professional.

Always follow the appliance manufacturer's directions for safe operation.

Have the heating system (including chimneys and vents) inspected and serviced annually by a trained service technician.

Examine vents and chimneys regularly for improper connections, visible cracks, rust or stains.

Look for problems that could indicate improper appliance operations:

- Decreased hot water supply
- Furnace unable to heat house or runs continuously
- Sooting, especially on appliances and vents
- Unfamiliar, or burning odor
- Increased moisture inside of windows

Operate portable generators outdoors and away from open doors, windows, and vents that could allow CO to come indoors.

In addition, install battery-operated CO alarms or plug-in CO alarms with battery back-up in your home. Every home should have a CO alarm in the hallway near the bedrooms in each separate sleeping area. The CO alarms should be certified to the requirements of the most recent UL, IAS, or CSA standard for CO alarms. Test your CO alarms frequently and replace dead batteries. A CO alarm can provide added protection, but is no substitute for proper installation, use and upkeep of appliances that are potential CO sources.

## Symptoms of CO poisoning

The initial symptoms of CO poisoning are similar to the flu (but without the fever) They include:

- Headache
- Fatigue
- Shortness of breath
- Nausea
- Dizziness

If you suspect that you are experiencing CO poisoning, get fresh air immediately. Leave the home and call for assistance from a neighbor's home. You could lose consciousness and die from CO poisoning if you stay in the home.

Get medical attention immediately and inform medical staff that CO poisoning is suspected. Call the Fire Department to determine when it is safe to reenter the home.

**Carbon Monoxide (CO) is the "invisible" killer. Carbon monoxide is a colorless and odorless gas. Every year more than 100 people in the United States die from unintentional exposure to carbon monoxide associated with consumer products.**

## What is carbon monoxide?

Carbon monoxide is produced by burning fuel. Therefore, any fuel-burning appliance in your home is a potential CO source.

When cooking or heating appliances are kept in good working order, they produce little CO. Improperly operating appliances can produce fatal CO concentrations in your home.

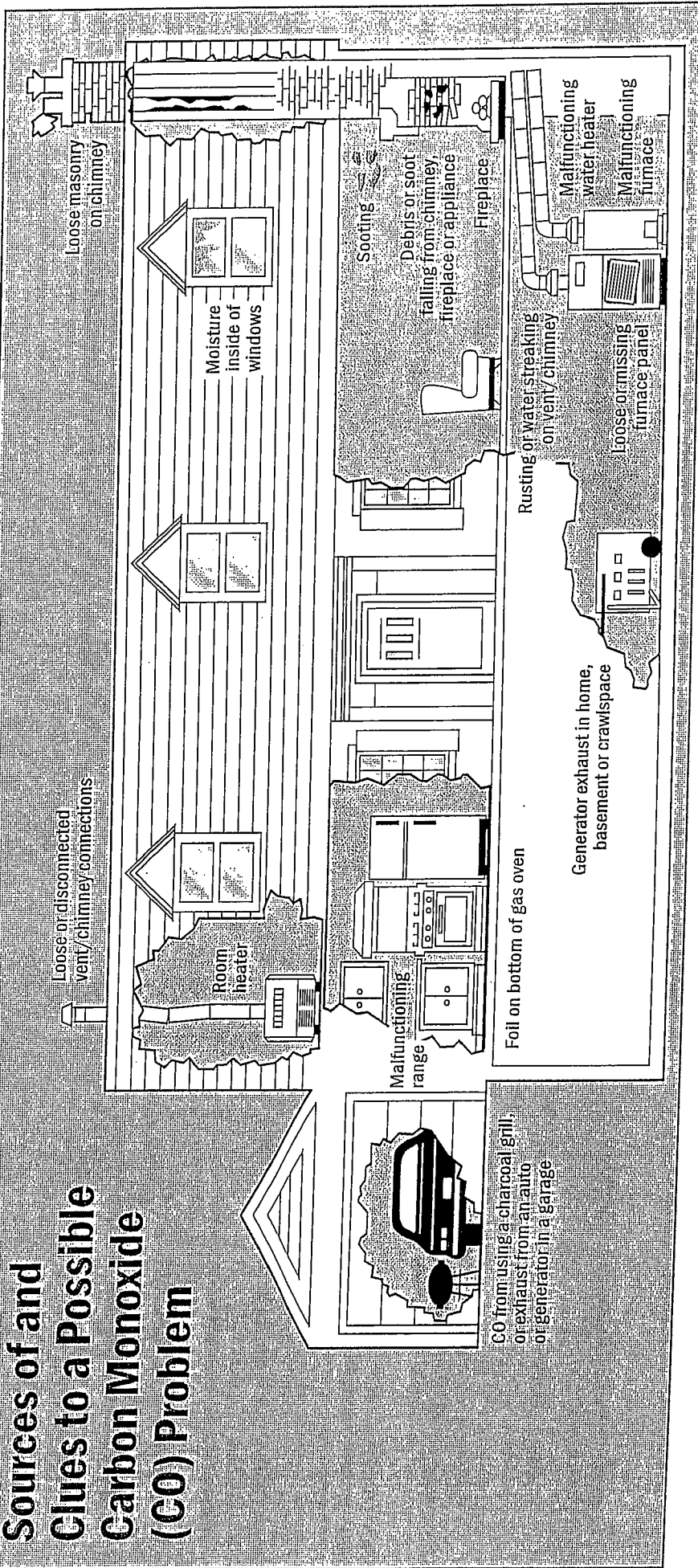
Running a car or generator in an attached garage can cause fatal CO poisoning in the home. So can running a generator or burning charcoal in the basement, crawlspace, or living area of the home.



To report a dangerous product or a product related injury, call CPSC's hotline at (800) 638-2772 or CPSC teletypewriter at (800) 638-8270. Consumers can obtain recall information at CPSC's web site at <http://www.cpsc.gov>. Consumers can report product hazards to [info@cpsc.gov](mailto:info@cpsc.gov).

U.S. Consumer Product Safety Commission  
Washington, DC 20207

# Sources of and Clues to a Possible Carbon Monoxide (CO) Problem



## Carbon monoxide clues you can see...

- Rusting or water streaking on vent/chimney
- Loose or missing furnace panel
- Sooting
- Debris or soot falling from chimney, fireplace, or appliances
- Loose or disconnected vent/chimney, fireplace or appliance
- Loose masonry on chimney
- Moisture inside of windows

## Carbon monoxide clues you cannot see...

- Internal appliance damage or malfunctioning components

- Improper burner adjustments
- Hidden blockage or damage in chimneys

Only a trained service technician can detect hidden problems and correct these conditions!

- CO poisoning symptoms have been experienced when you are home, but they lessen or disappear when you are away from home.

## Warnings...

- Never leave a car running in a garage even with the garage door open.
- Never run a generator in the home, garage, or crawlspace. Opening doors and windows or

- using fans will NOT prevent CO build-up in the home. When running a generator outdoors, keep it away from open windows and doors.
- Never burn charcoal in homes, tents, vehicles, or garages.
- Never install or service combustion appliances without proper knowledge, skills, and tools.
- Never use a gas range, oven, or dryer for heating.
- Never put foil on bottom of a gas oven because it interferes with combustion.
- Never operate an unvented gas-burning appliance in a closed room or in a room in which you are sleeping.

1 Nisqually Pines Community Club

2 Clubhouse Use Policy

3 Last Revision October 14, 2010

4 Revised December 2014

5 Effective January 1, 2015

6  
7 The clubhouse may be rented to any MEMBER IN GOOD STANDING or TENANT OF MEMBER IN GOOD  
8 STANDING (must have written permission of owner) of Nisqually Pines Community Club. It may also be  
9 rented by an OUTSIDE PARTY under the same rules and regulations as members.

10  
11 Rental fees must be paid NO LATER THAN TWO WEEKS PRIOR TO DATE OF RENTAL.

12  
13 Fees are as follows:

14 Members

- 15 • Full Day ( 7:00 am to 1:00 am) \$75.00 plus \$150.00 refundable cleaning deposit  
16 • Two Hours \$25.00 plus \$75.00 refundable cleaning deposit

17 Members Sponsoring Non-Members

- 18 • Full Day ( 7:00 am to 1:00 am) \$150.00 plus \$150.00 refundable cleaning deposit  
19 • Two Hours \$35.00 plus \$100.00 refundable cleaning deposit (Not more than one in a three  
20 month period)

21 Non-Members

- 22 • Full Day ( 7:00 am to 1:00 am) \$200.00 plus \$300.00 refundable cleaning deposit  
23 • Two Hours \$45.00 plus \$100.00 refundable cleaning deposit (Not more than one in a three  
24 month period)

25 Clubs and Organizations

- 26 • Weekly Meetings - \$100.00 per month plus refundable cleaning deposit of \$150.00. No more  
27 than one two hour meeting per week  
28 • Monthly Meetings - \$35.00 per month plus refundable cleaning deposit of \$150.00. No more  
29 than one two hour meeting per month

30 Classes for Fee

- 31 • \$200.00 per month plus refundable cleaning deposit of \$150.00. No more than one two hour  
32 meeting per week

33 Additional Charges for going over the two hour limit

- 34 • Members- \$15.00 per hour  
35 • Members Sponsoring Non-members - \$25.00 per hour  
36 • Non-Members - \$35.00 per hour

37  
38 Clubhouse Rental Rules and Regulations

39 Times of meeting must be stated at time of rental.

40

41 Deposits will be refunded upon satisfactory inspection of the clubhouse and mailed out or can be picked  
42 up at the office the following business day of approval.

43 Deposits given by organizations for regularly scheduled meetings can be held for the duration of the  
44 contract or until used for cleaning at which time it will have to be deposited again.

45

46 Renters whether members or non-members will be responsible for all damages, cleanup and the  
47 conduct of guests. Members sponsoring non-members will be responsible for those they sponsor.

48

49 If cleaning fee is more than refundable deposit:

50 • Members, Members Sponsoring Non-Members - additional charges will be added to your  
51 account

52 • Non-Members – additional billing may occur

53

54 The use of the clubhouse is limited to the hours listed on the rental agreement.

55

56 Obey all state and local laws, the Nisqually Pines Bylaws, Covenants and Policies.

57

58 Be responsible for obeying all laws regarding the service of alcoholic beverages and the conduct of all  
59 guests who are drinking such beverages. (Banquet Permit MUST BE POSTED!).

60

61 Observe Thurston County "quiet hours". Music will be turned down and outside doors closed at 10:00  
62 pm.

63

64 Secure and vacate the Clubhouse no later than 1:00 am if you have rented it for a full day.

65

66 Limit occupancy to no more than 172 persons.

67

68 No parking in the fire line in front of the building or on the median, vehicle will be towed at your  
69 expense.

70

71 Overflow parking is in the grass field ONLY!

72

73 **Pool and Patio Deck Area (during pool season only)**

74 • Use of pool is NOT automatic when pool is open

75 • Cost is \$4.00 per guest

76 • Swim only during regular pool hours

77 • Keep the back doors of the main room of the clubhouse closed at all times

78 • Food is not permitted in the pool or patio area

79 • Beverages are only permitted in the designed area on the patio

80 • Keep front doors of restrooms closed, guests must enter through pool

81 • Observe all pool rules posted at the check in area



82

83 The keys and the code will be issued after the Clubhouse rental agreement and checklist have been  
84 discussed and signed off by the renter and NPCC staff or board member.

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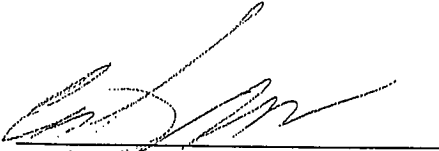
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Eric Weaver, President



Tonie Barton, Vice President

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Nisqually Pines Community Club

Complaint Procedures/Policy

Effective May 10, 2012

Revised November 2014

This policy provides guidelines how to file a complaint, how it will be handled, and who will take care of the issue.

Complaints MUST be in written form on an official NPCC complaint form.

Complaints MUST be signed by the complainant, the property owner.

Complaints MUST contain the address of the complainant.

Complaints MUST be turned into the NPCC office.

Complaints not meeting the above requirements will not be acknowledged. Written form must be a completed Complaint Form received from the office or downloaded from the Nisqually Pines website, [www.nisquallypines.com](http://www.nisquallypines.com). Pictures, if available, should accompany the written complaint.

Complaints will be date stamped when they are received. Electronic complaints will be printed and date stamped the day they are received. A copy of the stamped received complaint will be provided to the complainant either at the office or via email.

Pines office staff will review the complaint and determine the proper routing. If the office staff cannot determine who should receive the complaint, they will confer with their contact.

A COPY of the complaint will be given to the following:

Property Administrator: Animals, Property Conditions, Contractors, Complaints that fall under the guidelines set in Resolution 94-1 and 94-1A.

Board of Directors: Employees Complaints and Board of Director complaints.

If the complaint falls within the guidelines of Property Standards, a letter will be sent to the person named in the complaint, asking for a resolution. The Property Standards Administrator will follow the Adjudication Committee Procedures and Resolution 98-1.

29 Complaints about employees, board members, and the adjudication committee will be discussed by the  
30 Board of Directors at the next board meeting in closed session.

31

32 After resolution, the complaint should receive either a copy of the letter from the Adjudication  
33 Committee or a telephone call from whomever resolved the issue – the employee’s supervisor, a board  
34 member, etc.

35 After resolution, the Adjudication Committee, the Board, or the Pines Office Manager will send a letter  
36 to the complainant advising of the resolution of the complaint.

37 Copies of the complaint and resolution will be placed into files of BOTH the complainant and the  
38 respondent. Copies are kept for a maximum of two years.

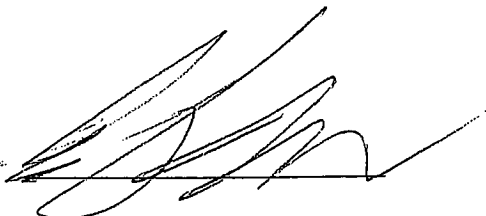
39 Please note: The Property Standards Administrator is now in the Pines daily, the Adjudication  
40 Committee meets monthly on the second Tuesday of the month and the Board of Directors meets twice  
41 a month, on the second and fourth Wednesday. Responses to complaints may seem to take a long time  
42 based on the availability of the people involved.

43

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46



47 Eric Weaver, President



48 Tonie Barton, Vice President/Acting Secretary

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**NISQUALLY PINES COMMUNITY CLUB  
BOARD OF DIRECTORS MEETING  
DECEMBER 10, 2014**

The meeting was called to order at 6:30 PM by President Eric Weaver. Present were Joyce Clapham and Tonie Barton.

**Closed Session**

The meeting went immediately into closed session. Neither member for the closed session was present, so the meeting reopened and continued.

**Minutes** – The Minutes of October 22, 2014, were read and approved by motion with a couple word changes. A member had a question about the little lake liner and what was happening there. He was filled in on the cleaning process going on.

**Treasurer's report** – the treasurer's report was reviewed by Joyce. No questions or comments. The auditor is doing spot checks. The emergency fund must have activity during the year to avoid a \$5 fee to keep it active. We will make arrangements to take care of this. The CD's that were moved to get a higher interest are being monitored to be sure the rate stays up.

**Unfinished business**

Depreciation Policy – Joyce advised that Amy, our CPA, reviewed the policy and found that it meets our needs. A MSC to approve the policy.

Complaint Policy – Will make changes based on discussion of the resolution suggested by our attorney. Bring to January meeting for approval.

**New business**

Resolution approval – Tonie reviewed the resolution, Section V and VI specifically, to make these sections match our governing documents. Tonie will make the changes and ask Charity to get it to Rob so it can be approved at the next meeting.

Clubhouse checklist and policy – Changes were discussed – Joyce will make these on the checklist. The increase of damage deposit was discussed and agreed. Residents refundable deposit would be \$100 and non-residents \$300. The office will set up a procedure so the deposit can be refunded within a few days after the clubhouse is checked so renters do not have to wait for the 2 week cycle for bills.

Effective date of the higher deposits will be the first of the year.

TV for clubhouse – a large screen TV for the clubhouse has been discussed in the past. Tonie suggested putting such a TV in a locked cabinet above the stage. Much discussion about size, etc. A 55 or 65 inch TV and either internet or wifi hookup are desirable. Office staff will check into costs of the TV, creation, and installation of the cabinet and internet or wifi.

Board application – Eric read an application to be on the Board of Directors from Sherry Blades-O'Dell. She spoke about herself, her background, and why she wants to be on the board. MSC to

accept her to the board. She was advised to check with the office to get her Board book and that she would be sworn in at the January meeting.

Prizes for Holiday decoration contest – A first, second, and third prize will be awarded. First prize will be two gift cards; one for a restaurant and the other for a store. Second prize is a \$25 gift card and third prize will be a \$10 gift card.

Maintenance and water contact - Eric has determined that he cannot be the maintenance and water contact anymore. Joyce has been acting in the interim. This issue will be put on hold until the January meeting. Joyce will remain the contact until then.

### **Department check-ins**

Office/property standards/water/maintenance – We are progressing with the audit process. The office staff is doing a lot of cross-training so they can cover for each other whenever needed. Property standards work is showing. The pines is looking cleaner. Maintenance is working on the little lake area cleanup and the blackberry bushes by the clubhouse. Water is reporting that our usage is down from last year.

Clubhouse/pool/river park – The clubhouse is being used frequently during the holidays. We are looking for ways to reduce the fly population in the clubhouse without costing the Pines a fortune. The pool and river park are fine.

### **Committee reports**

CERT – Mike is checking out rumors that seem to pop up on Face book about the team and has been checking them out. The CERT team is operating legally. They are not required to be insured or registered. They did a generator training last meeting to be sure all know how to start it. He had some concern about the pool freezing during the freezing weather. It is kept circulating slowly to avoid such a happening. CERT gave away about 300 pamphlets during the Halloween Trick or Treat. The next meeting will be moved up a week to December 21, 2014.

Adjudication – They had two cases. One was fined and the other was resolved. x

Other committees are on hold for the present time. Volunteers are need for all the committees.

Upcoming events - CERT on December 21, 2014

Member comments - A member was concerned about a fifth wheel fire at the end of her court. She wanted to know if they could replace it with another fifth wheel. According to Pines rules “yes,” but this is something the county may have some regulations about.

Mike (CERT) wanted to remind everyone that CERT does not go into action for things such as house fires. CERT is for natural disasters. If they can help during a house fire, they can, but it is not a CERT activity.

The Board went into closed session by MSC at 7:55 PM. One of the persons scheduled for before the meeting showed up.

They wanted their rights to use the clubhouse reinstated since they were removed for a situation that was not in the Pines' best interest. After discussion, they understood what was required and promised to pay more attention. They were advised of the higher deposit and that their activity would be monitored closely. Any violation will cause them to lose their deposits and right to use the clubhouse.


Employee bonuses – Bonuses were discussed. It was agree to give each employee a \$125 gift card at the holiday dinner. Tonie will take care of this process.

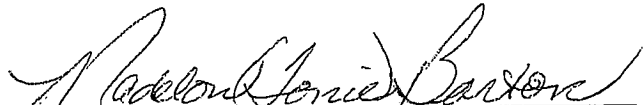
Closed session was closed and the meeting was reopened at 8:51PM

MSC to send resident a letter about decision discussed during meeting.

MSC to give employee bonuses as determined.

The meeting was adjourned at 8:53PM.

  
Eric Weaver – President

  
Madelon (Tonie) Barton – Acting Secretary