



THE EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING FEBRUARY 2, 2021 was called to order at 7:00 p.m. via virtual telecommunications for the purpose of Board Officer and Duties assignments, Landscape bid review and Pool RFP review.

ESTABLISHMENT OF QUORUM – Quorum was established with the following Directors present via virtual telecommunications: Guadalupe Ramirez, Larry Hogan, Pete Lugo, Jim Scott, Pete Kurz, Ernesto Avellaneda, Chris Collins, Erin Stapleton and Vicki Jackson. High Sierra Management representative present was Sherri Carey.

BOARD OFFICER & DUTY ASSIGNMENTS

The floor was opened for Board Officer nominations and Duty Assignments. A motion was made and seconded to approve the following appointments:

<u>Officers</u>
President
Vice President
Secretary
Treasurer
Director
Director
Director
Director
Director

<u>Directors</u>
Pete Lugo
Pete Kurz
Chris Collins
Larry Hogan
Erin Stapleton
Vicki Jackson
Guadalupe Ramirez
Ernesto Avellaneda
Jim Scott

<u>Directorships/Liaisons</u>
Clubhouse and Clubhouse Rental
Deed Restrictions/ACC
Landscape
Pool Facilities
Security
Tennis Courts and Court Rentals
Waste Collection
Pest Control
Community Events/Committees
Website/Communications/Press
Nominating Committee

<u>LEAD</u>	<u>BACK-UP</u>
Vicki Jackson	Ernesto Avellaneda
Pete Kurz	Jim Scott
Chris Collins	Jim Scott
Erin Stapleton	Pete Lugo
Guadalupe Ramirez	Chris Collins
Ernesto Avellaneda	Vicki Jackson
Pete Kurz	Ernesto Avellaneda
Ernesto Avellaneda	Pete Kurz
Guadalupe Ramirez	Larry Hogan
Pete Lugo	HSM
Ernesto Avellaneda	Guadalupe Ramirez

The motion was approved unanimously by the Board members present.

LANDSCAPE BIDS

Management presented bids received for landscape contract services to the Board for review. Additional bids are still forthcoming and further review will be tabled until the next meeting.

POOL LIFEGUARD SERVICE

Management presented the proposed scope of work and request for proposal to the Board for review. Also presented were the proposed pool operating hours contingent upon COVID 19 safety restrictions being lifted. The Board approved the documents and management will begin soliciting bids for review at the next meeting.

There being no further business to come before the Board, a motion was made to adjourn at 8:20 p.m. The motion was unanimously approved by the Board members present.