LFHA Logo

Lake Forest board of Directors Meeting

March 15th, 2022

Minutes

Location: Evergreen Forest Elementary School- Library

Board Members Present: Kathleen Emmett, Nan White, Kim Busembark, Deanna Rocamora, Alex Bromen

Board Members Absent: 0

Guests: 8

Time Started:

The meeting was called to order at 6:35pm and introductions were made for new guests.

Treasurer Report- Kim Busembark/Shantel Jones

The book budget was presented and reviewed.

There is still outstanding 2022 annual HOA dues. The budget has been revised by $4500.00 to cushion the deficit created by the outstanding dues. Usually, the budget takes into consideration that approximately 10% of the annual dues will not be received and therefore will reduce the amount of income for the year. This process was overlooked with the creation of the 2022 budget.

Late notices for annual dues will be mailed in the beginning of April.

The taxes have been completed and the check has been sent.

The HOA uses Quickbooks for accounting software. The annual fee will increase April 10th from $215.00 to $270.00. The HOA has already paid for 2022, this change will take affect the next time it’s renewed.

The HOA P.O Box has increased to $364.00 for the year. A suggestion was made to downsize to the smaller box. This discussion will be tabled until the next meeting. Changing the box size also changes the address for the HOA which requires more discussion and planning.

Vice President Report- Nan White

A status report was given about the continued contract discrepancies with RMR Lawn Service. No decisions or actions taken at this time. Another meeting is scheduled for 4/11.

A motion was made, seconded and carried to approve the February minutes.

The Easter Egg Hunt event was discussed, and date set for 4-16-22 at Hearing Park. Deanna will be out of the state for an extended period and not able to coordinate this event. The board members and a guest (present at this meeting) has volunteered to coordinate in her absence.

Nan has volunteered to take minutes for April.

CC&R Report- Alex Bromen

Report submitted via email and reviewed.

No fines have been turned over to the treasurer.

Attorney invoice for guidance on adverse possession has been received and will be forwarded to the treasurer for payment. The lots in question will be forwarded to the bookkeeper for informational purposes when a house is being sold.

Maintenance- Jeff Heard

Report was presented and reviewed.

There is a lot of firewood left in the green belt from the clearing done last year. Nan was able to remove about ½ but there is still more that is available to any resident if they want it.

The batteries were changed in keypad for Hearing Park which seemed to fix the issue it was having.

There is still a large problem with dumping residential yard waste in the greenbelt. A suggestion was made to post permanent signs that state “No Dumping”, posting on social media and the entrance signs. The fine for dumping any garbage or yard waste in the greenbelt is $250.00.

Jeff will see if the county can provide “No Dumping” signs to the HOA.

ARC- Nan White

Report presented and reviewed.

A request was received for a shed, fencing and one was reissuing the form for an already approved request that was 6 months old. A phone request was received. The call was returned with instructions on how to submit the written form.

Events- Deanna Rocamora

The Annual yard sale event will be May 20-21. Nan proposes to but 3 large vinyl signs measuring 2 ½ x 6 feet with grommets to use for promoting the yard sale at the entrances. They would be reusable since the date will be changeable every year. They are approximately $60 each.

A motion was made, seconded and carried to purchase 3 signs for the annual yard sale.

Waterfront- Kathleen Emmett

No other bids have been received. There was one expected and never received.

Old Business

Converting remaining streetlights to LED:

A motion was made, seconded and carried to approve up to $5000.00 to convert remaining streetlights to LED. Funds will come from operating budget.

2019 and 2020 Audit

Kim will text Diane Rigby to set up dates to complete the 2019 and 2020 audit.

The voting process for the 2021 audit will start in May.

New Business

Entrance Signs:

There are 3 entrance signs with 6 plexiglass covers. 1 is in good condition and the other 5 are pitted. They will need to be replaced soon. The sprinkler at the NE entrance sprays water on the sign board and ruins the signage.

Nan has experienced a supply issue with letters she uses and may have to find another resource. Shantel offered to make letters with her vinyl machine if needed.

Storage Shed in Park:

The shed is in need of new lights and a new Damp Rid (to prevent moisture build up).

A motion was made, seconded and carried to purchase 2 lights and a Damp Rid.

Contact List:

There were multiple contact lists being created. The only contact list used should be the one in lfhabod gmail account.

Announcements:

Volunteer Recognition Month:

Nan delivered small gifts to LFHA volunteers and Evergreen Forest Elementary School. Report provided.

A motion was made, seconded and carried to adjourn the meeting at 8:00pm.