

**Minutes for the Lake Forest Community Association
Board Meeting
January 13, 2004**

The Lake Forest Community Association Board of Directors met at Bev's home at 7:30 p.m. on January 13, 2004.

Bev called the meeting to order at 7:35 p.m. In attendance were Bev Franklin, Wes Cox, Jim Evans, Gloria Flick, Bill Ethington, Dave Wilson, Harry Hopkins and Evelyn Hempstead. Steve Gilbert was absent.

The minutes of the December General Meeting were reviewed and approved with one minor correction from Evelyn.

Dave discussed several leaning and fallen trees on Community property that need to be removed. Dave will discuss the work with Mr. Meeker to have him complete the tree removal. Mr. Meeker did come out and remove parts of a tree and left a treetop hanging aloft. Dave will call Mr. Meeker to have him finish removing the treetop as it may be a hazard.

There was no review of Holiday decorations this year. We will make a more committed effort to judge the decorations next year so winners can be published on the community web site.

Jim will be driving through the community over the next several days to record all the inoperative streetlights. He will also look for low branches overhanging sidewalks so they can be reported to respective owners for correction. Jim will call another Board member to accompany him on this work.

Evelyn reported that the end of 2003 was closed out with some mulch and minor improvement to the flowerbeds. She also had the area around the community mailbox cleaned up. Evelyn is suggesting that our extra community sign be placed on VDOT property on the west side of Cervantes at the Parkway. At this time, the sign is stored at the Gilbert's home. Evelyn will look into this matter with VDOT.

Bill reported that a street sign is down at the intersection of Maritime and Cervantes. He will call VDOT to report it.

Wes led a discussion on the reserves. We agreed to reassess the reserve accounts for the following categories: 1) trail resurfacing, 2) curb number replacement, 3) milky spore, 4) signs that include the announcement boards, entrance signs and pipestem signs, and 5) an uncommitted reserve account. Wes will analyze the history of these expenses and provide recommendations for updating the reserve accounts to the Board next month.

We had a brief discussion concerning the mailing of the annual dues notification letters. It was agreed that Harry would get the letters into the mail NLT 10 Feb

so there would be plenty of time for association members to return them with payment prior to the 1 April deadline.

Jim will prepare a follow-up letter to Mr. Blankenship regarding the replacement of the non-conforming fence around his backyard.

Bill Ethington volunteered as a new member to the Board. Welcome!

A motion was made and seconded to adopt the Wachovia Bank Certified Resolution for Depository Authorization. This is to accommodate the new checking account Wes opened at Wachovia that will reduce our service fees.

Next meeting: Thurs 19 Feb 7:30 pm at Bev's.

The meeting adjourned at 8:35 p.m.