

LFCA Board meeting minutes – January 12, 2017

Board members present: Dan Kolcun, Beatrix Takenaka, Sam Packer, Kelly DiNeena, Al Brooks, Dave Wilson, Nancy Thompson

1. The meeting was called to order at 7:31 pm from Beatrix Takenaka's house.
2. The December Minutes were approved with edits.
3. Premium: Contract for 2017 signed and sent to company. (Dan will copy Chris).
4. Delaney's Dilemma (Kolcun's Run): HOA attorney sent a bill to us for contacting the County on the stream bank erosion behind the Delaney's property. Dan will obtain a copy of the letter.
5. Compliance Letter: Dan will email a draft ASAP. He will need comments back in a week.
6. Signs: Dave will review where the HOA property line ends at the Cervantes Lane entrance to determine if there is sufficient room to place a third sign. Bea is working on getting quotes to replace the 2 existing signs.
7. HOA Attorney: Dan confirm that the HOA attorney filed the Articles of Incorporation.
8. Parkway Expansion: Al will contact the County for an update on the plans for our newsletter.
9. Website Cleanup: Dan talked to Gerhard about the updates needed to the HOA website to access HOA documents more effectively. The site also needs to include a link to the HOA trail map.
10. Newsletter: The Board needs to send Bea their articles by Friday 1/27. She will send out a draft by 2/3 which Board can review and then give comments back to her before the 2/10 Board meeting. The articles include: Kelley on trash and leaves, Dan the president's article (include HOA annual fee), Bea on Signs and Nextdoor, Chris on trees & trailheads, Nancy on the website, Al on Parkway expansion. Bea will include Save-the-Date items (below). Sam will do the mailing with the Boards' assistance.
11. 2017 Dates: Dues – April 1; Yard Sale – May 20; Annual Meeting – June 8; Oktoberfest – September 17. (Nancy will need to book the Library 3 months before the Annual Meeting.)
12. Milky Spore: Sam will lead the project for the HOA.
13. Budget: The Board reviewed the Treasurers questions (in his absence) about the 2017 budget, late fees and the HOA records status. Wes will calculate necessary late fees consistent with the current Bylaws; the Board will review whether changes to late fees would require amendment of the Bylaws
14. Audit: Dave will call DPOR to verify the audit requirements and find volunteers for Audit.
15. Board Duties: Dan will provide the Board with a description of their duties for discussion at the next meeting.
16. Annual Meeting: Al will draft the Notice, and the entire Board will assist in the mailing.

Meeting adjourned at 8:50 pm.