

Lakewood HOA

Board Meeting

Minutes February 11, 2020

Attendees: 4 of 5 Board Members, Quorum
made

- Carlie Davis
- Chris Cox
- Dee
Jukes-Cooper
- Kevin Hicken

Minute

s

Carlie called the meeting to
order

- Board Meeting Minutes reviewed, Carlie **motioned** to approve, Dee 2nd, unanimously approved

Sprinkler damage follow
up

- Tenant verbally (to Dee) accepted responsibility for damage to sprinkler box and expressed the intention to pay for damages in the spring. The owner, Evan Harrison, also sent a reply letter denying responsibility and requesting more information about why he would be responsible. Where compensatory payment was not paid by the given deadline, the board determined to work primarily through the owner.
 - **Motion:** Carlie motioned that a letter be drafted in response to Evan Harrison's letter expounding on why he is liable for the damages incurred by his tenant to Lakewood HOA common property. Further, explain that tenant has accepted responsibility and has expressed a willingness to pay for the damages. Lastly, the payment deadline has expired and the owed amount will become subject to the scheduled interest of HOA late dues on March 1, 2020
 - Chris 2nd, unanimously approved ○ **Action item:** North HOA - form draft

expressing the given three points expressed in the motion. Upon approval from Carlie, send the response letter to Evan Harrison

Reserve Fund Investment with Harold Dance

- Chris had correspondence with Dan Neeley from Harold Dance. An updated portfolio has been sent with the recommendation to invest slowly into the market at this time.
 - **Action item:** North HOA - include information in Q1 newsletter that reserve fund is beginning to be invested and that an updated portfolio is available for review upon request. Chris Cox to be the point of contact.
 - **Action item:** Chris - have information ready for members upon request
- **Motion:** Chris motioned that as treasurer he would be have discretion to work with Harold Dance to invest reserve fund under their advice to accomplish financial goals for the reserves
 - Carlie 2nd, unanimously approved

Deck Inspection

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- **Action item:** North HOA – collect bids for a contractor to inspect and give a status of decks. After collecting bids, draft notification letter for March meeting informing members that decks will be inspected for safety.

CC&R Status/Plan

- Decision was made to notify members of amended CC&Rs in Q1 newsletter and by email. Plan to have final draft ready by March 2nd and Member meeting on May 30th @ 10:00
- **Action item:** North HOA - include information on Q1 newsletter
- **Action item:** Carlie - contact Ken Allsop with final draft

Storage shed
stock

- **Action item:** Dee - take inventory and log shed items in spread sheet
- **Action item:** North HOA - include in Q1 newsletter that salt is available for walks

Interest

- **Action item:** North HOA - start charging 18% interest on late HOA dues

Executive Session
Held

- Delinquent owners discussed – attorney letters were sent to owners
 - **Action item:** Kevin – file attorney letters sent to significantly delinquent owners
 - **Action item:** Chris - contact other two members with over \$250 due

Next meeting to be held **3/10/2020 @ 7:30 PM**