

Board meeting 7/25 HOA

Meeting at the Park

- Directors in attendance: Don Chase, Rachel Carlson, Meredith Teffeau, Brian McSheehy,
- Directors not in attendance: Phillip Howarth

Meeting Called to order at 7:15pm EASTERN on July 25th, 2022. (Rachel)

Previous Meeting Minute Review

Note: There was a mistake with the appointment of Manny last month. That seat remains vacant as well as Shawn's seat who has moved out of the community. We continue to ask for anyone interested and has a passion for this community to reach out and let us know. We would like to fill these roles as well as the open officer roles. (Currently three officer positions are vacant)

Motion to approve the meeting mins from June. They were posted on the website and the bulletin board so no need to read them.

Motion seconded...

Treasurer report - Rachel presented in absence of a treasure

- Normal budget review is at the annual meeting
- Current budget (handouts were provided)

Treasurer Summary Report

Revenue Update

- Estoppel & Late Fee Revenues – To date \$5.3K has been collected with \$2.8K outstanding for a total of \$8.1K in potential funds for 2023 LDS project work to be decided upon. Priorities for this spending are being collected to date.

Expense Update

- Pressure washing costs of \$1.3K Expected to hit in August Actuals.
- Future project planning for favorable YTD spending \$5.0K available funds is underway. Entrance work being the primary focus.
- Communication around Holiday spending starting up.

Balance Sheet

- The current available cash of \$60.4K (\$37.4K Checking - \$23.0K in Savings) in Fairwinds Credit Union. Available funds in checking to cover remainder of year spending.

Motion Rachel moves to approve the report- Second by Meredith

Accepted

Landscaping- Don

- Park sidewalk cleaning- Thank you to T&M Landscaping for completing the pressure washing job in the park! It took 3 days and was just completed this morning (7/25).
- Don and Brian are looking into cleaning solution options to clean the roof of the gazebos. We are also looking into painting the gazebos.
- Work on-going at frontage near center of property, will begin to survey condition of properties with frontage to CR 54
- Dead tree removed from frontage near easement line, overgrown hedges to be trimmed on 7/22/22

ARB update – Brian

- Meetings are every other Monday – at 6pm (last meeting was 7/18)
- All residents are welcome to join us via Teams- no invite required just follow the link at ldshoa.org
- YTD, we have reviewed 45 ARB requests

Compliance/Violation updates – Phil (Rachel presented in Phil's absence)

- 31 compliance letters were sent out at the beginning of July.
- We will continue to evaluate and send out notices as needed.
- Completing a compliance walk in the next week – additional notices will go out in early August.

General Updates – Rachel

- Garage Sale - moving date to Nov 12th to avoid Thanksgiving week.
- August meeting – motion by Rachel to cancel the August meeting due to multiple schedule conflicts – seconded by Brian
 - Because we have two board seats open, we will call a special meeting if we need to appoint a new director. We wouldn't want to wait until the September meeting for this.
- Ongoing meeting cadence – discussed the possibility of moving back to quarterly board meetings. We will revisit in September.
- Notices for annual meeting/dues will start to go out in the next month or so:
 - The first notice needs to be out by September 6th
 - Letters of Intent to run for the 2 available seats need to be received by September 26th.
 - Second notices (with the voting ballots and candidate resumes) will go out the first week of October

Opened the floor up to any homeowners that signed up to speak

- One homeowner asked about our efforts to fill the open board seats. We shared our communication efforts so far – we do not currently have any letters of interest from homeowners. Anyone interested can contact us at ldshoa@ldshoa.org to submit their intent.

Director Updates

- Open Board Seats - we still currently have open director seats but do not have any letters of interest at this time.
 - If anyone is interested, please let us know after this meeting or email your one page resume and interest to ldshoa@ldshoa.org.
 - We will be looking for anyone that is interested and has the skill sets for an available officer position.
- Officer Appointments
 - Meredith Tefteau has expressed an interest in filling the secretary position for the remainder of the year. Rachel made a motion to appoint Meredith as secretary – all directors in attendance voted in favor
 - Philip Howarth has expressed an interest in filling the vice president position for the remainder of the year. Rachel made a motion to appoint Phil as vice president – all directors in attendance voted in favor.
 - The treasurer position remains open at this time
 - Rachel is willing to move into the treasurer role, but cannot hold both the President and Treasurer positions. If someone is interested in taking over the President position, then she would move into the treasurer seat.

- HOA Bank Account
 - With the departure of Shawn as treasurer, Rachel is currently the only person on the Fairwinds bank account.
 - Rachel motions to add Meredith Tefteau and Don Chase to the bank account. This will allow them access to pay bills, write checks and make necessary purchases for the board. All directors in attendance voted in favor.
- Would like to list all the Directors and their terms so it is clear who is filling what seat.
 - Rachel Carlson | Board President | 2022
 - **Open | Director | 2024**
 - Meredith Tefteau | *Secretary* | 2023
 - Philip Howarth | *Board Vice President* | 2022
 - **Open | Director 2023**
 - Don Chase | Director | 2023
 - Brian McSheehy | Director | 2024

Rachel motion to adjourn meeting, seconded by Brian.....

The Board Meeting adjourned at 7:35pm EASTERN.