

DEEANN LAKEFRONT ESTATES HOA

Meeting minutes, Board of Directors January 13, 2020

Participants during the January 13, 2020 meeting at the HOA's clubhouse were: President Les Wabnitz, and Board Members, Doris Berube, Bob Hagness, Marie Kruse and Dan Speakman. Also present were several owner-residents.

- 1) The meeting was called to order at 8:00 a.m. E.D.T. pursuant to notice; roll call was taken, and a quorum was declared.
- 2) **Amendment of agenda:** Bob Hagness made a motion to amend the Agenda to include the resignation of a board member and appointment of a new member. Motion made, seconded and approved to accept the agenda as amended. Motion passed.
- 3) **Minutes approved.** Bob Hagness made a motion to amend the minutes of the November 22, 2019 Board meeting to reflect correction of typo from "payment in full \$2,056" to "payment in full \$2,052." Les Wabnitz stated that in those minutes it was noted that he seconded a motion but he was not in attendance at that meeting. Minutes to be amended to note that second was made by Marie Kruse. Les Wabnitz stated that in the minutes it was not noted that he seconded a motion that was made by Bob Hagness about adding an informational column to our website but was not heard because he was attending the meeting by phone. Wabnitz asked Hagness to bring up his proposal again in old business. With those corrections, the reading of the minutes was waived and accepted as presented on motion duly made, seconded and unanimously approved by all Board members present.
- 4) **Treasurer's report:** At the time of meeting, the HOA checking account balance was \$36,707.93 and the 'reserve' (interest-bearing) account balance was \$98,128.13. There are 8 HOA fees note received at this time. Two are in the mail but emails have been sent to the other 6 owners. Doris Berube also thanked Marie Kruse for all her work on the online banking she has handled this year
- 5) **Old Business:**
 - a) **Sewer Pump Replacement:** Les Wabnitz reported that during the break-in of the workshed this summer the backup sewer pump was stolen. We have received a quote to replace it in the amount of \$1,511.48. Bob Hagness made a motion to proceed with replacement. Motion was seconded and passed.
 - b) **Web Site Informational Column:** The Board heard from Bob Hagness asking if the Board was interested in having informational columns appear on the HOA's website from time to time. He stated the Board would see and approve of anything before it was posted to the site. These could be articles by any of the membership. He made a motion to proceed with this. Second by Dan Speakman, motion carried.
 - c) **Review of landscaping:** Les Wabnitz complimented the landscaping committee on the work that has been done this year. Garry Clark presented a proposal for the spring of 2020. Wabnitz explained that this proposal should have been presented before the budget was planned. Garry stated that it was presented earlier, however, no one on the board recalled the presentation and explained that there had been no funds allocated. Les state a new committee will be appointed at the annual meeting to get some new ideas. Bob Hagness made a motion to thank the committee and recognize their hard work. Les Wabnitz seconded. Motion carried.

- d) **Quickbooks update:** Bob Hagness reported that although we now have Quickbooks, we have no Quickbooks experts on site. Doris Berube and Marie Kruse have been paying the bills and making the deposits. However, we have no financial reports generated at this point. He will work on it or hire someone from outside on an hourly basis to generate the reports.
- 6) **New Business:**
- a) **Privacy Policy:** Bob Hagness reported that he had received an invasion of privacy complaint regarding the use of cameras in a common area. After some discussion, Bob Hagness made a motion that the question be presented to the members as a referendum question regarding development of a policy on use of video cameras. Second by Marie Kruse. Motion passed.
- b) **2020 Workday Scheduling:** Dan Speakman made a motion to schedule the 2020 workday earlier in the season this year so everyone can enjoy the fruits of their labor. Second by Marie Kruse. Motion carried. Workday has been scheduled for February 1, 2020.
- c) **Parking Spaces:** A question was brought regarding restricting overnight parking in unassigned spaces located at the front of the clubhouse and near Building 5 to guests and disabled persons during peak winter months to increase clubhouse access for everyone. After discussion, Bob Hagness made a motion to designate two handicapped spaces by the clubhouse to include painting cross hatch spots on each side of the clubhouse. Second by Dan Speakman. Motion approved. Les Wabnitz stated further discussion re overnight parking would be held.
- d) **LED Lighting at Dock:** Dan Speakman reported on the need for new lighting on the dock. He suggested LED lighting which could be replaced during workday. There is money in the account for dock fees which could be used to cover the expense. Bob Hagness made a motion to purchase the LED lights. Second by Dan Speakman. Motion carried.
- e) **Topics for Board Submission to members at annual meeting:**
- i) 55+ Topic: The committee made their presentation to the Board regarding the pros and cons of a 55+ community. After discussion, Dan Speakman made a motion to contact our board attorney with questions regarding what can and cannot be done. Bob Hagness seconded the motion and motion carried.
- ii) HOA Security Cameras: Discussion was held regarding security cameras and motion activated lighting at the gate; Following the discussion, Dan Speakman made a motion to proceed with getting quotes and information regarding gate security. Seconded by Bob Hagness. Motion carried.
- iii) New Assessment Time Period: Les Wabnitz suggested changing the assessment time period to July 1 to June 30 to make it easier for the new Board to have input into budget matters. This would make extra accounting work the first year but would be more efficient in the long run. Marie Kruse made a motion to change the assessment time period to July 1 – June 30. Seconded by Dan Speakman. Motion carried.
- iv) Proposals for Outside Management of HOA: Les Wabnitz made a request that that Board pursue proposals related to outside management of the HOA, to do as much or as little as the membership decides. Dan Speakman made a motion for Bob Hagness and Les Wabnitz to proceed with inquiries. Second by Bob Hagness. Motion carried.

- v) **Resident Safety Concerns:** A discussion was held regarding the Board requiring applications and having background checks performed on all prospective owners and tenants. Dan Speakman made a motion to present this question to the members at the annual meeting. Marie Kruse seconded the motion. Motion carried.

- f) **Preparation of ballot for annual meeting:** Bob Hagness stated that at the annual meeting the agenda is merely a recommendation. There is no board meeting at the annual meeting. The members approve the agenda and the board merely serves as a guide. The members have the right and power to speak. It is their meeting. Bob Hagness and Les Wabnitz will work to develop an agenda with proxies for those unable to attend.

- 7) **Other Business:**
 - a) Ed Jennin questioned the balance of monies remaining at the beginning of 2020. Bob Hagness stated that as of now we do not have exact figures but he should have them shortly.

 - b) Garry Clark questioned what happened to the landscaping proposal from last fall. Les Wabnitz stated he never saw it and there was no money in the budget for it at this time. Nancye Clark stated that it was a 5 year plan which was approved at a board meeting.

 - c) Bob Hagness reported that 661 people have visited the website 2,826 times since its inception. He stated he is still improving and changing it by adding new features.

 - d) Bob Hagness announced he is resigning from the Board effective immediately. Ken Brownlee has volunteered to replace him until the annual meeting in February. Les Wabnitz thanked Bob for his service. Motion made by Dan Speakman to appoint Ken Brownlee to the Board to replace Bob Hagness. Second by Marie Kruse. Motion passed.

- 8) There being no other business, on motion duly made, seconded and unanimously approved by all Board members present, the meeting of the Board of Directors adjourned.

*Minutes prepared and submitted for
Board approval by:*
Judy Marsh

These Minutes have been approved by the
Board of Directors on _____.