

DEEANN LAKEFRONT ESTATES HOMEOWNERS ASSOCIATION, INC.

Meeting minutes, Board of Directors March 7, 2020

Participants during the March 7, 2020 meeting at the HOA's clubhouse were: Les Wabnitz, Marie Kruse, Joe Thomas, and Ken Brownlee. Mabel Fieler was present by teleconference. Also present were several owner-residents.

- 1) The meeting was called to order at 10:00 a.m. Les Wabnitz asked for member input. Gerald Clarke was present and stated he had three items he would like to see the Board address. The first item was the issue of the legality and administration of background checks for owners and renters. The second item he would like the Board to address is leases for less than 2 months as required by the Bylaws. Les Wabnitz responded by saying he is mailing a letter to the purported owner today. Mr. Clark's third item was the budgeting for long term projects and the feasibility of addressing this before next year's membership meeting. Les Wabnitz advised that this will be discussed when the budget is set.
- 2) Roll call was held and all Board members being present, a quorum was declared. Les Wabnitz stated as an addition to the agenda, he wishes the Board to consider two addition items, namely(1) a QuickBooks assistant, and (2) a pest control bid. There being no objection, the agenda was deemed amended as requested. The QuickBooks topic has been part of prior Board discussions and meetings, so is deemed "old business".
- 3) Joe Thomas made a motion to waive the reading of the minutes of the January 30, 2020 meeting and approve them as written. Seconded by Ken Brownlee. Motion unanimously carried.
- 4) There was no financial report, and no committee reports.
- 5) **Old Business – QuickBooks assistant:** The Board discussed the necessity of having a person post accounting codes and deposit credits to the QuickBooks Online software, as well as reconcile the accounts monthly and provide financial reports. Les Wabnitz said his daughter-in-law, Lori Wabnitz, who is a CPA in Ohio, has agreed to do the QuickBooks work for \$15 an hour. On motion made, seconded, and unanimously passed, Lori Wabnitz was employed as an independent contractor, with full discretion on her part as to when and how she accomplishes the stated accounting goals.
- 6) **New Business:**
 - a) Marie Kruse made a motion to hire Clarke Pest Control for the sum of \$2,400 per year for one year. Joe Thomas seconded; motion carried. This cost will be included in the new 2020-2021 budget cycle.
 - b) Les Wabnitz passed a ballot to the Board for election of officers, per the Bylaws. After tallying the votes, Les Wabnitz announced the officers for this term of office, to-wit:
 - (1) Les Wabnitz, President
 - (2) Ken Brownlee, Vice President
 - (3) Mabel Fieler, Secretary/Treasurer; and
 - (4) Marie Kruse, Assistant Treasurer.

7) There being no further business the meeting was adjourned.

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

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