

Lost Creek HOA
Board of Directors Meeting
April 13, 2020

I. CALL TO ORDER

President Ben Bell called the virtual meeting to order at 600pm

II. ROLL CALL OF OFFICERS

President- Ben Bell

Vice President- open

Secretary- Jeff Gillis

Treasurer- Roy Briggs

Clubhouse- Allen Ferrell

Maintenance- Roger Rhodes

Pool- Dale Bentley

Landscape- Ben Bell

ACC- Ken Carpenter- absent

Tennis- Robin Toole- absent

Website- Stephanie White- absent

Social/ Welcoming- Betty Serati- present

III. APPROVAL OF THE MINUTES FROM PRIOR MEETING ON 3/12/2020

Motion made and seconded that minutes from Jan meeting are approved

IV. Board and Committee Updates

a. President-

- Ben met w/ Nowack Howard (Board's retained legal counsel) Rebecca Drube, for the Dec/ Cov document update project. Summarized document and sent for board member review and comment. Updated summary document and will present to board for approval to re-submit change requests to counsel
- Developed Board Meeting calendar schedule for 2020
- Reviewed and delivered summary of Robert's Rules of Order to the board members for their enjoyment

b. Vice President- open

- Betty Serati volunteered to step in as VP
- Motion made and seconded to appoint Betty as VP

c. Treasurer-

- 8 homeowners dues are still outstanding- 3 with partial payment
- Total collected income through March 2020- \$96,165.88
- Outstanding balance- \$5,525
- Created "Payment Reminder Notice" for 2020 HOA dues
 - ➔ Motion made and seconded to approve letter
 - ➔ Should be going out to 8 home owners w/in 30 days
- Total Operational Expenses- \$32,788.94
- Net Operating Income- \$63,376.94

d. Secretary- no updates at this time

e. Maintenance-

- Order signs for trails (1) by clubhouse (2) by trail entrance
- Replace 2 stop signs on Lost Creek Drive

f. Landscape-

- Trail gravel has been installed and complete

- Tested irrigation system and found issues w/ many sprinkler heads and potential leak. Working w/ maintenance and contractor to resolve
 - Playground area is complete. New request to increase green space next to playground forming a “park” for children to play. Sent request to ACC to remove 8 total trees (pending)
 - Located 2 dead trees (large) that will need to be removed for safety concerns. Working w/ Arch Control and contractor
 - Quote for bridge repair/ replace is \$1500 per bridge including debris clean up and removal. Same style as we have now. Plan to work w/ Maintenance and contractor
 - Planning Spring Flowers at entrance on Due West Road and Clubhouse to be selected and prepared by Cyndee, installed mid April
- g. Pool-
- Not open currently
 - Prep pool for possible opening- freshen up landscape, pressure wash pool deck, clean up chairs and tables
- h. Clubhouse-
- 1 rental scheduled for April and 1 for May
 - Roof leak detected in card room on left side above the window; another leak showing in the main room, left of fireplace above windows facing the pool. Cost to repair roof and to repair and paint ceiling in card room: \$900. Repairs done by Asael Flores
 - Fire/ Smoke/ Security Alarm- system updated and smoke/ heat detectors added. System is monitored 24/7 to Mid South Security for smoke, heat, fire. First call to Allen Ferrell, second to Teres Chupp, who can reset system if necessary. If no response from either, Fire Department will be dispatched. Monitoring for 12 months paid in advance, thus discounted w/ one month free: total spent \$1116.50
 - Power washing badly needed; will schedule when pollen season abates
 - Exterior ceiling fan replacement: 8 fans planned for replacement in 2020; estimated cost of \$2000 was not included in budget. Will delay and considered for future replacement
 - Deck chairs: Budget for 2020 includes \$700 for 4 rocking chairs for back deck; will pursue these for April/ May acquisition.
- i. Tennis Committee- no updates
- j. ACC Report-
- Not a lot of requests at this time
 - Ken Carpenter sent out email reminder to keep homes looking good by addressing grass, trees, bushes, plants, etc...
- k. Media-
- 1 new family moved in
 - Will work to get info updated virtually vs. in person meeting

VII Unfinished Business/ New business

- I. New Business-
- a. Approval of Meeting Dates for 2020
 - i. Meetings will be on the 2nd Monday each month at 6:00pm
 - b. Appointment of Board Executive Vice- President position
 - i. Nominations, vote (majority approval required)
 - ii. Vice-President is an Executive Board position. Article V, Section 5.8(b) reads the vice-president shall act in the place and stead of the president in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.
 - c. Update to Board and committee positions (if any other changes for 2020)

- i. Article V, Section 5.7 reads No Board Member may hold more than one office (except Treasurer and Secretary) but may hold a Board Office and a Special Appointment Office at the same time (Article V, Section 5.4 Special Appointments).
- d. Create Special Committee- Docs Review
 - i. working under the President to gain insight and help from neighborhood to gain more feedback on new covenants and by-law standards. All work will be without compensation to its members, unless expensed through standard board procedure. Email to be sent to neighborhood for volunteers to join this committee.

2. Unfinished business-

- Continue to review and add updates on documents for Decs/ Covs/ Bylaws/ Standards
 - ➔ Review updated summary document w/ new questions and comments

■ **Meeting Adjourned at 700pm by Ben Bell**