

**The Lakes of South Shore Harbour C.A. Inc.  
Board Meeting Minutes**

January 12, 2021

The following meeting minutes reflect the actions taken by the Board of Directors (the "Board") of the Lakes of South Shore Harbour C.A. Inc. (the "Association") at the regular meeting of the Board conducted on January 12, 2021 (the "Board Meeting"), via Zoom.

**IN ATTENDANCE**

**Representing the Members of the Lakes of South Shore Harbour C.A. Inc. were the following Board members:**

- Alfred Donaldson
- Richard Hipp
- Vikki Marsh
- Gerald Killian
- Melanie Graves

**Representing Spectrum Association Management, LP was:**

Client Relations Manager-Tiffany Sanford

**DETERMINATION OF QUORUM**

A quorum of Board members was announced, and the board meeting was called to order at 6:31 p.m.

**EXECUTIVE SESSION**

The board reviewed the aging report and approved to escalate the following accounts to the attorney for further collection escalation: 8930700914, 8933401301, 8933401289, 8931703111, 8936301257, 8933100530, 8932302917.

Motion- Alfred, Second- Vikki, 5-0

The board reviewed the violation report and approved to send the fully escalated violations for the following accounts to the attorney: 8932202969, 8933800863.

Motion- Alfred, Second Melanie, 5-0

The board approved moving the website to a new domain and setting up a new Google Suite for association business.

**GENERAL SESSION**

The general Session was called to order at 7:04 p.m.

**AGENDA APPROVAL**

A motion was made to add the Line of Credit and a vacancy on the ACC to the agenda. Motion- Alfred, Second- Melanie, 5-0

**MINUTES APPROVAL**

The Board reviewed the minutes from the December 16, 2020 meeting. Motion to approve-Gerald, Second- Vikki, 5-0 motion passes.

## **FINANCIALS**

The board and homeowners were presented with the financials for November 2020.

## **OLD BUSINESS**

- Actions taken since last board meeting:
  - Emergency Fence Repairs
  - Survey of fencing along Austin
- Tiffany Sanford provided an update on the pressure washing. Due to the wet weather, it has been difficult to get the project finished without damaging the landscaping. When the ground is dry, they will need about three days left to finish up the project. Areas that appear to be streaked will be touched up prior to the vendor finishing up the project.
- The board reviewed the landscaping maintenance proposals that were received from the vendors interested in the maintenance contract. Upon review the following companies were selected as the finalists for the contract: SV Multi Services, TexScapes and Berkshire. The Board will be interviewing each of these companies over the coming weeks in hopes of announcing the vendor selected at the February meeting.
- Alfred Donaldson provided an update on the fencing policy. The board has approved to have the fencing surveyed to determine if it was built in the correct locations according to the annexation agreements. Once the survey is complete the board will be able to proceed with the fencing policy.
- Gerald Killian provided the RAC Charter for review by the board of directors. The board reviewed the Charter and approved. Motion- Gerald, Second- Melanie, 5-0. Gerald also provided an update that there are still several sections that are in need of a representative and other sections where they had multiple candidates. Each section is allowed one representative and Gerald is working with the candidates to get the list formalized for approval at the February meeting.
- The line of credit was discussed due to the bank requesting an update on how the association would like to proceed. The motion was made to close the line of credit. Motion- Melanie, Second- Vikki, 5-0

## **NEW BUSINESS**

- The concrete fence was discussed regarding the needed repairs. The motion was made to create an RFP to repair all sections of the fencing that are broken and to do an assessment of any additional work that is needed prior to the fencing repairs to prevent further damage.
- Alfred Donaldson provided an update on the bylaw updates. Meetings will be scheduled to allow for homeowner input in the proposed changes to the bylaws. More information will be communicated as soon as the dates are set.
- The board received a request from a homeowner to assist with speed hump installation on Auburn Creek. The board let the homeowner know that they will assist with the process to determine if the homeowners in the area are in support of the addition. The RAC will be helping with the process.
- The board announced a vacancy on the ACC committee and asked for any volunteers that might be interested in serving on the committee to complete the committee application and return to Spectrum AM.

## **HOMEOWNER FORUM**

Homeowners present were given the opportunity to address the board and ask any questions. Questions were asked regarding ACC requests, ACC committee interest and the ARC committee.

**OPEN MEETING ADJOURNMENT**

Open session was adjourned at 8:17 PM

**NEXT MEETING DATE**

The next meeting of the Board of Directors will be Tuesday, February 9, 2021.

*Alfred Donaldson*

*Tiffany Sanford*

02 / 11 / 2021

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LOSSH representative

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Spectrum representative

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Date

# Signature Certificate

Document Ref.: KRSBX-DYS7L-RZRXR-SRHFF

Document signed by:

	<b>Tiffany Sanford</b> Verified E-mail: tsanford@spectrumam.com	<i>Tiffany Sanford</i>
IP: 107.77.219.82      Date: 11 Feb 2021 21:48:07 UTC		

	<b>Alfred Donaldson</b> Verified E-mail: president@lakesofsouthshoreharbour.com	<i>Alfred Donaldson</i>
IP: 73.6.130.68      Date: 12 Feb 2021 05:47:21 UTC		

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