

Lake Forest Estates Homeowners' Association

BOD Formal Meeting minutes

HOA monthly meeting: Thursday, April 11, 2024

Location: LFE Park from 6:31pm to 7:31pm

Attendance: Emil Scioli, Sandra Munsey, Larissa Nixon, Stuart Morris, Jacob Morgan.

- ACC report –Jacob: No updates

Neighborhood watch report

- Homeless Person interacted with youth at park, reminder to all parents to embrace stranger danger.
- Man walking dog found in residents' backyard, left after confronted.

Contract Administrator's Report – Stuart

- Park Sprinkler proposition approved.
- Quarterly Safety Check: Passed

Secretary Items – Joe

- Meeting minutes for February was approval by the BOD.

Treasurer – Larissa

- 104 of 115 homeowners have paid their annual HOA dues.
- Financial Report – March 2024 ended with financial result UNDER planned budget.
- Several members took advantage of Zelle.
- Board approved Roll Over of Bonds. Bond Schedule for 2024: MAY/JUL/SEP

New Business

- Add additional comments field to ACC forms:
 - Pending feedback from ACC
- 2024 May Board Training sign up
 - Pending feedback from board members.
- May newsletter Articles due 4/14
 - Pending: Financial, ACC, Garage Sale
- Vendor solicitation through LFE email
 - Continue with facebook/nextdoor app. Official communication only from email.

Old Business

- Digital ACC forms – pending ACC Testing. (12/15/2023)
 - The current process works great. Not moving to new process.
- HOA documents Scanning on hold:
 - Documentation adjustment requires adopting new RCW for documentation control. Records to be kept in paper format.
- Dock replacement quotes – 2 quotes received- pending follow-ups.
 - Dock bids do not justify the replacement ahead of 2035. This matter is closed.
- By law updates and Registration.
 - Documents to be sent for review.
- 169 widening Project – 169 Committee
 - Press release to community is pending signed documents from State officials.
- Member Survey for 2025 expenditures. In Scope Out of Scope, board to consider in and out of scope.
- Reserve Expenditures 2024 timing.
 - Stuart taking list to ACC for quoting/contracting/timing.
- 2023 14 concerns by residents for park safety, security, and enjoyment.
 - BOD to recruit a committee/task force to get bids on action items.

Community Concerns

· Open Forum for members – no member comments.

Action Items and Assignments –

- 2024 Board Training sign up. All Directors
- May newsletter Article due 4/14/2024. Sandra follows up on missing articles.
- Consider in and out of scope for expenditures 2025 survey. All Directors and Committee members.
- 2024 Reserve study expenditure review, Stuart sends to ACC for execution.
- Emil to update Agendas month before CD's roll over.
- Submit payment for park irrigation repairs/updates. Larissa.
- Recruit Committee – Emil writes note to community.
- Comments and Considerations for adding comments to ACC forms- ACC members.

Meeting Adjourned 7:31pm

Next HOA meeting Date and Location:

· May 9th, 2024, at the park from 6:30 to 7:30pm