

Lake Forest Estates Homeowners' Association

BOD Formal Meeting minutes

HOA monthly meeting: Thursday, February 8, 2024

Location: Microsoft Team meeting from 6:30pm to 7:31pm

Attendance: Emil Scioli, Sandra Munsey, Stuart Morris, Larissa Nixon, Joe Pan, Dick Lopes,
Gary Schroder, Bob Sterzinger

ACC report – Dick, Eric, Gary, Bob, Jacob

- Outstanding opportunities/ pending approvals/ Approved since last meeting.
- South Gate Lock needs replacement and Dick Lopes is getting quotes.

Neighborhood watch report

- Car broken into in front of lot 53.

Contract Administrator's Report – Stuart

- First service complete, Keys have been transferred to Trevor.

Secretary Items – Joe

- Meeting minutes for January was approval by the BOD.

Treasurer – Larissa

- Financial Report – January 2024 ended with financial result under planned budget.
- 25 of 115 homeowners have paid their annual HOA dues.

New Business

- Member Survey for 2025 expenditures
 - Multiple choices format listing “what’s important to you”
 - Suggestions include: Remote control park parking lot vehicle gate, doggie bag stations, community park RFID gate key for access, park lighting, park restroom lighting improvement, HOA management software to improve operation of HOA, homeowners can submit additional idea that costs less than \$800.
- RCW Update 64.38.045 record retention update for BOD to review and vote on in March.
- Sub-Committee Needed for document registration. Sandra will reach out to Bernie about joining the committee.

Old Business

- Emil is working to convert ACC forms to online forms – COMPLETE - pending Testing.
- Emil is working to scan all HOA documents – Object is to complete by Dec 2025. February 2024 Update - Board to review WA rule, RCW Update 64.38.045, for documents retention.

- Dock replacement update - On hold until April 2024
- Consent from HOA members to receive updates through email.
 - New subcommittee being formed.
- Lake security issue:
 - Potential security lights, access control and monitoring will need sufficient funds and community feedback via survey for 2025.
- 169 widening Project:
 - Had final negotiation meeting with the city and waiting on final documents from City.

Community Concerns

- Open Forum for members

Action Items and Assignments –

Board members to review RCW Update 64.38.045

- Sandra to recruit members for subcommittee
- Dick to look at repair options for the south park entrance gate lock

Next HOA meeting Date and Location:

- March 14th, 2024, On Microsoft Teams from 6:30 to 7:30pm