Lake Forest Estates
Homeowner’s Association
Formal Board Meeting

October 10, 2019
7pm
Lot 55

Meeting called by: Wayne Anderson, President
Type of meeting: Formal Board Meeting

Attendees: Wayne Anderson/President, Giles Nelson/Vice President
Rosanne Giurado/Secretary, Troy Loftus/Contract Administrator,
Bernie Glaze/ACC, Gary Schroder/ACC

Excused: Sandra Munsey/Treasurer

Notes: Called to Order: 7:20
Adjourned: 9:45

Formal Board Meeting Minutes

- Secretary items
  - Approved September meeting minutes
  - Fall Newsletter articles –
    - Timeline
      - First draft articles to secretary by end of day 10/13/2019
      - Secretary to send final drafts to Lori by 10/26/2019
      - Distribution goal 11/1/2019
  - President’s Message
    - Approved Revised Bylaws, $25 service fee per notice
    - Update on SR169
    - Update on Annual Meeting
    - Board open seats
      - Vice President
      - Treasurer
    - GN: metal detecting
    - Troy: Park winterizing
    - Sandra
      - Internal Audit Request Approval
      - New Reserve Fund bank
- Treasurer’s Report – Sandra
  - Review of Financials
    - September financials presented – no current issues
  - Progress of dues payments
    - Final two homeowners on payment agreements, 113 homeowners paid
- Contract Administrator’s Report – Troy
  - Park winterization
    - 10/31 Sprinkler blowout scheduled
    - Toilet Paper and garbage bags restocked
    - Bathroom toilet to be winterized this month
• ACC report – Bernie, Gary
  o Update
    ▪ Lot 57 Non-Native tree removal approved
  o Any outstanding issues / approvals
    ▪ Directed Lot 89 to CCR’s for restrictions
      • Requested final plan to be sent to board for approval

• New and continuing business items
  o Revised Bylaws,
    ▪ $25 service fee per notice approved
  o Approved Dues for 2020
    ▪ Inflation for 2019 (12 months) is 1.7%
    ▪ Operation Fund: $518 x 1.017 = $527
    ▪ Reserve Fund: $187 x 1.017 = $190
    ▪ Total: $705 x 1.017 = $717
  o Annual Meeting planning
    ▪ Power Point Presentation reviewed
    ▪ Schedule, November 14, 2019, Dry run, November 7
    ▪ Location, Maple Valley Lodge, Rainier Room 2nd Floor
    ▪ Reservation/ Snacks/Coffee
      • Sandra, Rosanne, Troy
  o SR169 rebuild letter
    ▪ G to revise and submit alternative letter for board review
  o City of MV meeting legacy site
    ▪ Tabled – City Council walk of site, progress pending CC decisions
  o Lot 24 lot maintenance issue
    ▪ Wayne to reach out to homeowner
  o Storeroom records cleanup
    ▪ Carbonite – old backup provider
      • Troy and Sandra to confirm notice of cancellation
  o Joint HOA meeting
    ▪ Springhaven and Highlands
      • Wayne: Copy of our 169 letter to city to both boards
  o HOA mtg dry run: November 7, 2019, 7 pm, Lot 45