

**FRAGARIA LANDING HOMEOWNERS' ASSOCIATION**  
**Quarterly Board Meeting Minutes**  
**June 21, 2021**

The FLHA Quarterly Board Meeting was held at the home of Elaine Herrera (8456). Present: Elaine Herrera, President; Beth Lohr, Vice President; Michele Benson, Secretary; Lori Riis-Vestergaard, Treasurer; Robert Miller, Elected Board Member; Colleen Miko, Elected Board Member and Deb Walker, Guest.

**Secretary's Report:**

- The minutes from the March 8, 2021, FLHA Quarterly Board meeting were reviewed and accepted.

**Treasurer's Report:**

- The Treasurer's Report was accepted as read. (Copy attached).

**ACC Report:**

- The ACC report was submitted by Carol McGhee and presented by Elaine Herrera.
- **ACC Report June 21, 2021:**
- **Approved:**
  - 04/08/2021 (8414) Remove 2 trees in 30'setback; remove 2 Cedars near house; cleanup of downed trees near road
  - 04/25/2021 (8659) Pave existing RV pad

**Old Business:**

- **Status of the Lighting and Signage for the Front Entrance:**
  - This topic will be revisited in the late summer or early fall due to the time constraints of the committee members.

**New Business:**

- **Election of Officers and Directors:**
  - No new names were submitted.
  - Nominations were made and voted on.
  - All current Officers and Directors will continue in their current roles for another year.
  - They are Elaine Herrera, President; Beth Lohr, Vice President; Michele Benson, Secretary; Lori Riis-Vestergaard, Treasurer; Robert Miller, Elected Board Member; Colleen Miko, Elected Board Member; and Jeanette Guillaume Marshall, Elected Board Member.

- **Board Governance & Responsibilities:**
  - **Annual FLHA Schedule & Task Oversight**
    - An annual FLHA schedule needs to be developed which would indicate the dates when certain FLHA directed tasks need to be done (such as scheduling road maintenance, weed spraying and snow removal etc.).
  - **Federal/State/Local Rules & Regulations**
    - There are certain Federal, State, and local rules and regulations that need to be observed by Homeowners Associations. A process needs to be developed to ensure that Board members keep informed and updated about them.
  - **Information Resources**
    - Several resources are available within the Homeowners Association as well as from the general community. It would be helpful to document these resources for the benefit of current and future Boards.
  - **Board Member Operations Manual Development, Succession Planning & Board member recruitment**
    - A manual needs to be developed that describes the duties and expectations of each position on the Board.
    - The terms of the existing Board members are limited. Action must be taken to encourage people from the general FLHA membership to volunteer.
  - **Board Retreat**
    - It was decided that more extensive discussion on these topics is needed than time allowed. A Board Retreat has been scheduled to continue the conversation and begin planning.
- **Neighborhood Survey**
  - Elaine Herrera presented a rough draft of the proposed neighborhood survey. The survey will seek to determine the interest level that FLHA members have towards pursuing various projects as well as to gain information regarding the financial level of commitment members are willing to make.
  - Elaine will fine tune the survey and present it at the Board Retreat.

**FLHA Quarterly Board Meeting:**

- September 13, 2021
- 7 pm
- At the Herrera's (8456)

**Meeting was adjourned at 8:11 pm.**

Minutes submitted by Michele Benson; FLHA Secretary