

Forest Lakes Owners Association – June 13, 2020

Work Session & Formal Meeting Minutes

Call to Order

The meeting was called to order by President Rothwell at 1:00 PM. Due to continued presence of covid-19, the meeting was **closed to the public**. Seven board members present in person and two, Gabrielle Zornes-Murphy and Rosanne Smith participated by phone.

Minutes

The September meeting minutes were presented and posted on the FLOA club website. Shari Massion made a motion to approve the minutes as written and Mack Hume seconded and the minutes were approved unanimously.

- Signed motion sheet for proposed 2020 Jan 10, 2020 budget work session
- Signed motion sheet to cancel April Community meeting
- Signed motion for Phone Directory publication be moved to 2021 and published every other year.
- Sign other business Board e-mail motions made during our “hiatus”

This sheet was distributed to the board and those present signed.

Treasurer Report

Treasurer, Donna Brunton, presented the May Income and expense statement and the following financial data.

1. 2020 1st Quarter report.
2. Current status as of May 2020 expenses (\$3,246.64), available operating capital of (\$22,298.32). AZNB balance \$48,092.13. FLOA 2020 Budget and report published format along with yearly revised income and expense shall be posted at our FLOA.club website. Cal Phillips moved and Mack Hume seconded, that the treasurer’s report be approved. It was approved unanimously.
3. Authorized payment for Board D & O insurance Annual payment \$920
4. The number of 2020 membership processed to date this year is 577, last year at this time we had 605 members.
5. Credit card application w / NBAZ for use with PayPal processes. The credit card was approved in the Treasurer and President names, and could be used by other board members if needed
6. FLOA.club website annual fees, paid by webmaster \$290 +/- bill was presented. Shane Williams moved we approve this payment and Shari Massion seconded, this payment was unanimously approved.

Community Organizational Activities / Status

1. The Water District distribution system up-grade status was reported by President Wayne Rothwell. Residents where there will days of no or low water pressure will be notified. Work could possibly continue through the fall timeframe.
2. Verizon tower update status was presented by Wayne Rothwell. At this time, July / Aug 2020 is the projected date for the WiFi system to be operational.
3. Request from Chris Bennet for annual permit Financial support of July 4th vehicle parade County permit \$545 / (FLOA 50%) After much discussion it was decided that the approval of this expenditure will depend on FLOA Insurance Company approving the disclaimer

provided to the participants. If not approved by FLOA Insurance Company our support will be withdrawn.

4. Wayne Rothwell reports, the Spring 2020 Highway Clean-up was cancelled by ADOT. Shall coordinate with our Forest Lakes rep as to the fall planned highway clean up event.
5. Rosanne Smith requested that FLOA to install video (a FLOA website) weather station at Community Center facility. Cal Phillips and Rosanne Smith will pursue this possibility when the Verizon tower is operational. Further discussion about the possible weather station will be tabled until that time.
6. Quilters use of the Community Center house for their projects will be tabled until a request is made from their organizational Board.
7. Shari Massion asked the board to consider allowing the Hand and Foot Group to also meet at the community Center as well. Larry Prather moved at this time the Community Center is currently closed to all organizations / activities and it should remain closed for now. Cal Phillips seconded. The motion was approved by 8 with one dissenting vote.

FLOA Conditional Use Permit – update was presented by Wayne Rothwell.

1. Current issued permit expires Feb 2027
2. Coconino County Board of supervisors, Dec. 2019 approves / defines Community Center description. Community Center are now “Permitted by Right” and commercial businesses directly associated with planned activities are allowed.
3. Based on this compliance narrative, CUP permit no-longer required, current one issued exists, as now modified, remains in place until that expiration time frame.
4. Appropriate language was added to FLOA By-laws pending document revision

FLOA By-laws Articles recommended - Amendments / revisions

1. Current By-laws and website posted July 2016
2. During the past (2019/2020) “hiatus” inactive period Board has submitted narrative for updates.
3. By laws are being brought into compliance as stated in our Articles of Incorporation, regulatory guidelines and current operational business processes.
4. Revised By-law narrative was posted on FLOA website, April 1, 2020, for review and FLOA members input. (As of June 2020 meeting no input submitted by current FLOA members)
5. It was moved by Mack Hume and seconded by Cal Phillips that the new revised By-Laws be accepted as published. The decision was unanimous.

Community Center Construction and Renovation. Video camera installation

1. Discuss construction of 2 to 4 Ramada’s - Cal Phillips recommended that FLOA postpone construction effort sat this time because of Covid-19 health situation. Construction on the Ramada’s is tabled as this time.
2. FLOA has installed cameras to monitor the activity around the Community Center property, This improves our security efforts for surveillance and protection for the Community Center real property.
3. “Q” doors – weather stripping project update. Mack Hume reports new weather stripping has been installed and due to the age and condition of the building, there may still be a few leaks. The Board may need to address further water run off projects, if necessary, around the “Q” facility.
4. Wall of Honor plaques, identifying U.S. Military Services, donation by Doris Barr is much appreciated by FLOA. Rosanne Smith and Cal Phillips will be redesigning this area.
5. Office renovation projects are complete, reports Shane Williams.

6. Roseanne Smith requested a laundry tub to be installed in an area other than the main bathroom, and the existing bathtub be removed thus improving storage capabilities within the Community house. Shane Williams moved that \$500 be allocated for this project plus or minus 10% and Cal Phillips seconded. This motion passed unanimously. Cal Phillips will be the project manager for this activity.
7. Brian Hawk (Forest Lakes Library manager) has asked permission to go forward with the Eagle Scout "Community" project that adds/ extends a sidewalk at the back of the Community house. Scout Master and 5-8 scouts will be working in the area and will be asked to follow CDC guidelines. This project is planned for the July / August timeframe. Gabrielle so moved and Mack seconded. The motion was approved unanimously.

Community Center events

1. Community Markets, Rummage Sales, Pancake Breakfast / Bake Sale, were discussed.
2. Shari Massion presented a directional "footprint" floor plan for inside and outside of the "Q" for the 4th of July Rummage Sale. Discussion followed and all future events are cancelled until further notice, due to concerns about covid-19. Two to three weeks before the Labor Day Weekend this issue will be revisited. Shane Williams so moved and Cal Phillips seconded. The motion was approved with seven board members voting to approve and two voting against. Donated items may be posted "For Sale" on Facebook at the discretion of Shari Massion. Appointments may be made to view and purchase items at the "Q" directly with her.
3. Mack Hume moved that the July FLOA Meeting also be closed to the public due to covid-19 concerns. Larry seconded it and the board passed it unanimously. The next meeting and work session will be held July 18th. Masks and social distancing will be required.
4. Facility Usage requests submitted by AZ Game & Fish for Hunters Safety Training have been withdrawn.
5. Planning for pending / future Community Center events will be decided on case by case basis.
6. Coconino County elections in August & November (2020) are still scheduled to be held at the Community Center. Joe Ruet is the County designated point of contact for Forest Lakes community voters.

Entertainment plans – there are none scheduled at this time.

Seven board members were in attendance in person and two on the phone. Meeting was closed to public due to covid-19. Meeting was adjourned at 3:04 PM

Approved for release: Wayne Rothwell e/s 06/17/2020

Interim Recorder: Shari Massion e/s 06/13/2020