

# Fawn Lake Maintenance Commission

## Executive Board Meeting Minutes

### July 5, 2023

#### Opening of the Meeting and Election of a Chair Pro Tem

Steve Jacobson

- Moved:** Heather Tremblay

**Seconded:** Curt Pense

**Outcome:** Passed

#### Roll Call of Officers and Trustees (Chair Pro Tem)

- Trustees Present: Steve Jacobson, Mike Richio, Heather Tremblay, Matt Matincheck, Curt Pense, Marni Benefield Brown, Bill Knight
- Audience Present: Debra Deir, Marissa Anderson

**Steve** - Requesting Board to respond to email regarding Bylaw Violation Review Committee

- Committee to review submitted violations and send recommendations to the Board. Board to determine final outcome of complaint. This committee is separate from the Watch Person Program.

**Rules of the Meeting** - Observation only by anyone other than Trustees. Exception for Debra Deir, who has headed the Bylaw Revision Committee, who may need to provide input.

#### Main order of Business - Bylaw changes review

Table of Contents - No Issues	Chapter 1 - No issues	Chapter 2 - No issues
Chapter 3 - No issues	Chapter 4 - Discussion about electronic communication options	Chapter 5 - Move meetings to quarterly, need process set up for informing membership in time.
Chapter 6 - Number of Trustees on Board, future review.	Chapter 6 - Add Non-disclosure agreements signed by Trustees.	Chapter 6 - Discussion around Trustee attendance at meetings.
Chapter 7 - Clarification of CIA (Certified Internal Auditor).	Chapter 8 - Addition of fee for providing documentation to agents.	Chapter 8 - Removal of dollar cap on special assessment.
Chapter 8 - Payment plan for annual assessment - 50% due April 1, 50% due October 1, available to all.	Chapter 8 - Reduce finance charges to 1%.	Chapter 8 - Discussion around LOSS contingent fund.
Chapter 9 - Discussion around Office Operations vs General Administration.	Chapter 9 - Discussion around Trustee at Large description.	Chapter 12 - Discussion around italicized wording in Section 2 and its continued inclusion.
Chapter 13 - Discussion around issuing a warning letter for first violations, regardless of class.	Chapter 14 - Discussion around taking violations out of bylaws and putting in to Rule & Regulations.	Chapter 14 - Discussion around the requirements for hot tubs/pools.
Chapter 14 - Discussion around the number of pets per household.	Chapter 14 - Discussion around the inspection of septic systems and reporting outcome to FLMC.	Chapter 15 - Clarification to landlords not allowed to store personal property while being occupied by tenants.
Chapter 16 - Clarification of language for submitting bylaw revision requests.	Chapter 17 - No issues Appendix A - No issues	Misc. - Discussion/clarification of water restrictions and conversation.

#### Accept Bylaw Revisions with amendments as directed in the meeting

- Passed : 7 voted yes