

**Lakewood Meadows Home Owners Association**  
Board Meeting Minutes

Meeting Date: 1/6/24

Members Present: Dawn Borgeest, Ellen Trainer, Wesley Posson, Kathy Hitchcock

Meeting Start: 9:10 am

Meeting Adjourn: 10:50 am

Minutes:

1. Members reviewed roles and it was decided that Dawn Borgeest will serve as President, Ellen Trainer as Treasurer, and Wes Posson would continue as Secretary
2. Reviewed role responsibilities and discussed general operating procedures.
3. Discussed handovers needed from former BOD (e.g. account info, sign-ins) members. Current board members will coordinate with prior board members to ensure smooth and timely transition.
4. Discussed updating the HOA website and possibly contracting with a provider to update the website and administrative capabilities. Board will revisit this in a subsequent meeting.
5. Discussed dues for 2024. Decided to keep dues set at 2023 amount of \$330 for the year.
  - a. Dues will be EMAILED out to residents mid-January. Followup reminders for those who have not paid will be sent via email and postal mail, as needed.
6. Discussed some ideas for committees and the roles they will play in 2024.
7. Reviewed next steps and concluded the meeting. Extended appreciation to Kathy Hitchcock for attending this meeting to provide counsel for the transition.