

***Board Meeting Minutes***  
***Friday, September 4, 2020***

This meeting was convened at The Common Area 1:30 PM. In attendance were newly elected Jim Blasius, Dana Buckley and Cynthia Anderson. Also present were Treasurer John Metschan and Secretary Doug Millican.

The minutes of the previous Board Meeting held September 2, 2019 were read and approved by the Board.

Jim being the incumbent President, opened discussion by suggesting board positions be agreed upon. John suggested that his position as Treasurer and Doug Millican's position as Secretary, expiring next year, and the newly elected board members, consider learning the responsibilities of those positions. Jim agreed to remain President, Dana agreed to shadow the Secretary position and Cynthia also agreed to meet with John to cover the position of Treasurer.

John Metschan provided the Treasurers report, outlining our current financial status. Dues are currently set at \$240 per year per lot. Generally, this revenue stream results in a small surplus, assuming there are no capital expenditures in our overall plan for improvement or maintenance. The importance of having cash reserves in the event of unforeseen expenses was pointed out by Jim. He stated that these reserves have been needed in the past and should be preserved for future urgent needs. The Treasurer can be contacted for further specific financial details.

It was suggested by our new members, Dana and Cynthia, that the communication efforts by The Board could be improved. Suggestions for improvement moving forward include quarterly updates made available to the community, periodic newsletters, more frequent web page updates, event notices and neighborhood activity updates. Quarterly scheduled social functions may be an opportunity for newer community members to get to know everyone else in our neighborhood. Dana volunteered to draft a survey to be sent to the community requesting suggestions for capital expenditures that would enhance our community, idea's for quarterly membership activities and a list of local resources new members might find beneficial. Perhaps a plan could be implemented to set aside a portion of annual dues for future large long-term goals, such as road sealing, to ease the burden on members for special assessments. Several other issues of concern were also discussed. These include setting up zoom type meetings, light pollution, barking dogs and lot maintenance. Zoom type meetings will be investigated further as an opportunity for all internet connected community members to participate in meetings. Issues such as light pollution and pet problems typically should be managed by each party involved. Lot maintenance should be managed by each lot owner as is outlined in the CC&R's. Unfortunately, not all lot owners are either aware of the problems or unwilling to address them. Jim will meet with Thomas Eastman from Lakeside Landscaping to get cost

estimates to assist clearing areas of each lot in violation. It is his intention to contact these lot owners with the cost estimate and description of the work necessary to bring vegetation into compliance with the CC&R guidelines.

Dana asked if there are any neighborhood committees beyond that of the Design Review Committee, now currently occupied by The Board members. Cynthia's questions include: Is there a succession plan for this committee? Do members know where to address questions and concerns? Is there "Standard Operating Procedures" in responding to member inquiries? Are there written descriptions of The Board positions. Generally speaking, the response is no to these questions. Cynthia offered to draft simple SOP's to assist current and future Board Members and Community Members.

Cynthia suggested that "Position Specific" email addresses be established, eliminating the need for personal email addresses to be used and have the ability to perpetuate the use of those email addresses for future new board members. Dana will investigate further and try to implement in the near future.

The meeting was adjourned at 3:30 after a unanimous vote to do so.