

**Lakewood Forest Civic Association  
Board Meeting Minutes  
August 10, 2020**

The meeting was called to order at 7:14 pm by President Jodi Cole. Other board members present were: Barbara Ward, Scott Johnson, Lori Estepp, Mary Ales, Linda Musthaler, Mary Blacklock, and Jasmine Hurey. No guests attended. The meeting was held online due to social distance requirements of the pandemic.

Minutes

The minutes from the July 2020 meeting were reviewed. Scott J. moved to accept the minutes with a minor correction. The motion was seconded by Mary A. and passed unanimously.

Treasurer Report

Scott J. submitted the monthly financial report. As of July 31, 2020 we had \$27,019.41 in total funds.

We had total receipts for the month of \$30 in new memberships. We paid \$300 to Molen and Associates, a tax service. We were given a clean report (attached) and it has been submitted to the Lakewood Forest Fund.

Mail Call

Nothing to report this month – mailbox was empty.

**Administrative Reports**

Civic News Newsletter

Deadline to submit content for publication in the September issue is August 12.

Web Pages

Jodi C. has created a website owned by LFCA and she is duplicating the association's content that is currently posted to the Fund's website. This should give us greater control over our own content.

Annual Meeting and Budget

The annual meeting of the Civic Association will be held in October. We need to present a slate of officers at the meeting. In September, the board will create a budget to present to all members at the annual meeting.

LFCA Bylaws

A committee will meet in August to discuss changes to the LFCA bylaws. The full board will discuss and approve or deny the changes at the September meeting. The full membership of the LFCA will have the opportunity to approve or deny the changes at the annual meeting in October.

Annual Billing

We presented our proposal to the Lakewood Forest Fund that they resume doing billing on behalf of LFCA in the next round of dues billing. The Fund removed the stipulation that they provide LFCA with a membership list. Lori E. made a motion to accept the agreement to have the Fund due billing on our behalf, at an annual cost of \$1,800. Scott J. seconded the motion and it passed unanimously.

## **Committee Projects and Reports**

### National Night Out

The date is October 9, from 6 pm to 9 pm at the LRC. The board has decided to change the format to have police, EMS and other first responders to travel the subdivision and meet with residents on the streets. More details will be planned at the September meeting.

### **End of Business**

Mary A. moved to adjourn the meeting and the motion was seconded by Barbara W. The meeting was adjourned at 8:38 pm. The next scheduled meeting is September 15 at the Fund office.



*Building  
Relationships  
That Last  
Generations.*

Independent Review

08/03/2020

To whom it may concern,

A review of Lakewood Forest Civic Association Inc's (LFCA) financial reports has been conducted for the period of August 2018 - July 2019. The documents reviewed include yearly budget reports, monthly income and expense reports, monthly balance sheet reports, monthly bank statements, and supporting invoices / receipts. The objective of this review was to ensure that LFCA is using its association funding in a reasonable manner and to ensure that record keeping is compliant.

Molen and Associates is not independent verifying or certifying these financials as public accountants. However, after a review of the documents discussed above, there are no issues that we are aware of that require any necessary modifications. Everything looks reasonable and customary.