

# THE LAMBETH RIDING HOME OWNERS ASSOCIATION

[www.LambethRiding.org](http://www.LambethRiding.org)

President: Robert J. Keighley  
Vice President: John Kolodczak  
Treasurer: Lorraine C. Zwycewicz  
Secretary: Nancy L. Stearns

Directors:  
Ronald W. Brooks  
Shannon Peterson  
Timothy Reilly

## BOARD MEETING MINUTES

August 9, 2016

### **In attendance**

Officers and directors: Bob Keighley, Shannon Peterson, Nancy Stearns, Ron Brooks, Timothy Reilly and Lorraine Zwycewicz  
Absent: John Kolodczak

### **Approval of Minutes**

Minutes of the Board Meeting of May 10, 2016 were approved as written.

### **Treasurer's Report**

The current balance in the account as of August 9, 2016 was \$5,759.62.

A Treasurer's report detailing receipts and expenditures is attached for reference.

The balance in the savings account as of August 7, 2016 is \$1,500.64. This account needs to have at least one transaction annually. The next deposit should be made after the snow season; planned to be \$500, however the actual amount to be transferred will be determined after the snow cost and the cash available at that time.

The bank account is reconciled monthly and no errors have occurred. All board members have been provided copies monthly of the bank reconciliation, bank statement and checkbook ledger since April 2011.

### **2017 Budget Proposal**

Attached is a budget proposal for 2017 and a recommendation that the homeowner's association dues remain at \$100.

### **Security Camera Update**

Emails were sent regarding the installation of the security cameras. We are pleased to report that both cameras have been installed and are fully functioning. This was completed under budget. The \$300 of unspent funds from Special Assessment should be moved to savings account now, not kept in general funds. Thanks again to Chip and Colin for all your work on this project.

### **Old Business**

**North West Delaware Crime Watch Network** – This program has been quiet. It only becomes active if there is activity in the area that warrants it.

**GWCACL** – There has been no activity or meeting from this committee.

**Front Entrance Maintenance** – CJB continues to handle the maintenance of the front entrance. This project is up for bid each year. If you know of anyone or landscaper who may be interested in this project please contact the board.

**Deldot Road Repairs** – Deldot was called regarding the sinking roadway in front of Karl Law's home. They did come to inspect and they have scheduled the repair, however, they did not offer a timetable. Meanwhile Deldot was in the neighborhood on August 9 and did some minor repairs.

**Tree Maintenance and replacement** – The incoming committee will take on this project. A committee is being formed. We are looking for participants to volunteer. If you would like to be part of this committee please call Bob Keighley at 302- 239-6083.

**Nominating Committee** - Bob Keighley will chair this committee, which includes Linda Dion and Karl Law. The slate of officers proposed for 2016- 2017 will be:

**President** – Bob Keighley (John Kolodczak was originally slated for this position however is unable to serve due to personal reasons.)

**Vice President** – Karl Law

**Treasurer** – Shannon Peterson

**Secretary** – Linda Welsh

**Directors:**

Ronald Brooks

Tim Reilley

James Sammann

**Community Picnic – Save the date.** The date for the picnic is Saturday September 17<sup>th</sup>. The picnic location will be in the cul-de-sac of Norman's Lane in front of the Keighley's home. Nancy will head the committee for the Picnic. Ron Brooks and Tim Reilly have volunteered to help. We are still seeking others to help. Please contact Nancy Stearns via email if you would like to help. Her email is [NLSTEARNNS14@gmail.com](mailto:NLSTEARNNS14@gmail.com)

**Removal of wood pile at front entrance** – CJB removed the wood from behind the front entrance sign on the Welsh's side. Thank you CJB.

**Waste Removal and Fuel Updates** – These updates come from Ron Brooks and are sent to homeowners who have expressed an interest in these programs. Ron has been doing a terrific job of keeping everyone informed. If you would like to be added to the communications list please contact Ron at: 302-235-2933 or [Ronald.W.Brooks@dupont.com](mailto:Ronald.W.Brooks@dupont.com).

### **New Business**

#### **Curb repair**

There are many curbs that need to be repaired in Lambeth Riding. Deldot should be contacted to do these repairs. These repairs are done at NO COST to the homeowner. However, it is the homeowner's responsibility to contact Deldot. You can submit a road condition request via web the URL is:

<http://www.deldot.gov/ReportRoadCondition/>

Or call 302-657-4600 ext: 77

#### **Day Care**

Jewel Spears has started a day care service in her home on Cain Rue. Almost Home Day Care LLC, is a Large Family Child Care home-based licensed and insured business that specializes in high quality child care. This day care business is regulated by Delaware Stars and The Office of Child Care Licensing and Children & Families First Food Program.

#### **Appointment of new Treasurer**

Due to Lorraine Zwycwicz moving this month, and in accordance with the By-Laws of the community, Bob Keighley, President of the LRHOA has appointed Shannon Peterson, as treasurer for the balance of this year's session.

### **Community News**

Congratulations to the MacDonald's on the birth of their baby boy born in June.

Best wishes to Lorraine Zwycwicz on her upcoming move to Jenners Pond in August. Thank you Lorraine, for all you have done for the community, from serving on the board to helping with many of the community activities and events. You will be greatly missed.

## **ANNUAL BOARD MEETING**

The Annual Board meeting will be held on Tuesday, September 27 at 6:30 at the Hockessin Library.

Please plan to attend.

TRAFFIC REMINDER  
STOP - YIELD - OBEY SPEED LIMITS

## BE ALERT FOR UNUSUAL ACTIVITY IN OUR COMMUNITY

### **REMINDERS:**

**Directory Reminder** – Please be sure that we have your correct email address and phone numbers for the directory. To update your information send an email to [board@lambethriding.org](mailto:board@lambethriding.org). Remember all future communications will be done via email. If you choose not to have your email published in the community directory, please let us know. However, emails that only the board can access are needed to inform you of important activities that are going on in and around the community.

**Traffic** – It has been brought to our attention that some people are driving too fast and not obeying the stop and yield signs in the neighborhood. Please obey the traffic signs and speed limit, it is for all of our safety. Please remind your guests and contractors of the traffic rules.

**LRHOA TREASURER'S REPORT AND ANALYSIS**  
**As of August 9, 2016**

**Treasury Activity:**

The current Checking Account Balance is: \$5,759.62. The bank account has been reconciled monthly; no errors have occurred.

The current Savings Account Balance is: \$1,500.64. Statements for this account are received quarterly and are forwarded to all Board members.

The year-to-date Treasurer's BVA Report and Checking Account Activity Report are attached. Specific items are discussed in later sections of this report.

**Collection of Dues and Special Assessment:**

All but one household have paid both their Dues and the Special Assessment for the security cameras. \$135 is owed at this point in time. This unpaid balance will be kept as an open Account Receivable; we can try to collect it later in the year, or add it to next year's dues bill.

**Major Maintenance & Repairs Fund**

Based on the Board's approval at our May 10, 2016 meeting, I have transferred an additional \$500 to this account. Another deposit should be made after the end of the 2016-2017 snow season, assuming we have adequate cash on hand. One transaction per year is required for the account fee to be waived.

**Proposed Budget for 2017**

The proposed budget for next year has been developed and will be discussed under "New Business."

lcz, 8/9/16

# LRHOA TREASURER'S REPORT

BUDGET vs ACTUAL

YTD AS OF: AUG 9, 2016

|   | <u>ACTUAL</u>      | <u>BUDGET</u> | <u>DIFFERENCE</u> | <u>NOTES</u> |
|---|--------------------|---------------|-------------------|--------------|
| <b>CASH IN BANK, JAN. 1, 2016</b>           | \$ 4,009.79        |               |                   |              |
| <b><u>RECEIPTS:</u></b>                     |                    |               |                   |              |
| Dues Received                               | \$ 6,100.00        | \$ 6,200.00   | \$ (100.00)       |              |
| Special Assessment (Security Camera System) | \$ 770.00          | \$ -          | \$ 770.00         |              |
| DelDot Reimbursement                        | \$ 1,050.00        | \$ -          | \$ 1,050.00       |              |
| <b>TOTAL RECEIPTS</b>                       | \$ 7,920.00        | \$ 6,200.00   | \$ 1,720.00       |              |
| <b><u>EXPENDITURES:</u></b>                 |                    |               |                   |              |
| Snow Removal                                | \$ 1,775.00        | \$ 3,000.00   | \$ 1,225.00       |              |
| Front Entrance Maintenance                  | \$ 1,515.00        | \$ 2,300.00   | \$ 785.00         |              |
| Major Maint. & Repairs Fund                 | \$ 1,000.00        | \$ 500.00     | \$ (500.00)       |              |
| Picnic                                      | \$ -               | \$ 300.00     | \$ 300.00         |              |
| Holiday & Misc.                             | \$ 43.00           | \$ 200.00     | \$ 157.00         |              |
| Website Charges                             | \$ -               | \$ 100.00     | \$ 100.00         |              |
| DE Franchise Tax                            | \$ 25.00           | \$ 50.00      | \$ 25.00          |              |
| GWCACL Fee                                  | \$ -               | \$ 25.00      | \$ -              |              |
| Security Camera System                      | \$ 1,812.17        | \$ 2,135.00   | \$ 322.83         |              |
| 0   |                    |               |                   |              |
| <b>TOTAL EXPENDITURES</b>                   | \$ 6,170.17        | \$ 8,610.00   | \$ 2,414.83       |              |
| <b>TOTAL CASH, AUG 9, 2016</b>              | <u>\$ 5,759.62</u> |               |                   |              |

**LRHOA**  
**PROPOSED BUDGET - 2017**

**RECEIPTS:**

Dues at @100 per household                      \$     6,200.00

DELDOT Reimbursements                      \$               -

***TOTAL RECEIPTS***

***\$ 6,200.00***

**EXPENDITURES:**

Snow Removal                                      \$     3,000.00

Front Entrance Maintenance                      \$     2,300.00

Major Maintenance & Repairs Fund              \$       500.00

Security Camera System  
Maintenance                                      \$       500.00

Picnic    \$       300.00

Holiday & Misc.                                    \$       200.00

Website Charges                                  \$       100.00

DE Franchise Tax                                  \$       50.00

GWCAFL Fee                                        \$       25.00

***TOTAL EXPENDITURES***

***\$ 6,975.00***

***NET INCOME (LOSS)***

***\$ (775.00)***

***Cash on Hand, September 20, 2016:***

***Checking Account***

***TBD***

***Savings Account***

***TBD***