



Lake Forest HOA Board Meeting

April 17, 2018

Minutes

Location: Lacey Fire Station #34, 8407 Steilacoom Dr., Lacey, WA

Board members present: Chris Sherin, Lorna Stewart, Nan White

Board members absent: Robert Chase Turner, Shannon Hildreth

Guests: 5

Time started: 6:30 pm

President's Welcome: Chase absent, Chris gave welcome

Secretary Report:

- March 2018 Board minutes yea/nay – **Approved**

Treasurer Report:

- **VOTE** - \$141.31 to Always Safe locksmith for gate repair - **Approved**
- Non-Vote – Washington property tax bill for \$3.09 for storm drainage. Lorna called, LFHA is exempt, charge removed.
- **VOTE** – Insurance bill for LFHA. \$5,649.00. Concerned about our policy stating no fishing on waterfront, when we allow fishing and if we needed to Volunteer medical coverage. Board voted to cover basic bill and allow additional cost for fishing and volunteer medical cover if not already covered. Also, policy states that we have 1 lake. Should our storm ponds be included? Loran to follow up and notify board - **Approved**
- Non-vote: Newspaper ad for upcoming garage sale. Brief discussion – is a newspaper ad necessary with all the social media that is available? Board will reimburse cost of newspaper ad.
- **VOTE** – reimburse \$49.78 to Nancy F. for candy purchased for the LFHA Easter Egg hunt. - **Approved**
- When to do the Reserve Study. Board decided to go ahead with scheduling the Reserve Study site visit and pay the up front cost (1/2 of \$1460.00.) Jeff H. and Chase want to be there for the site visit.
- When do we waive the CPA audit for 2017 books? Last month board had discussed doing an electronic vote for the audit. Neither Chase nor Shantel were at this month's meeting for an update. Tabled until May's meeting.

- Website issues for LFHA.net. Could we do better? Problems with lock-outs of emails, slow response from website "help desk", cost of website. Lorna to ask a neighbor who works with websites to look over our website for advice.

Treasurer report
March 21- April 17

DUES: 7 not paid anything still, 2 in foreclosure; all have been called, emails, letters written by me asking for them to contact me, 10 day demand letters sent, no response. 3 have no phone, email returned, and phone voice mail full and no response. Several are heading to VF Collections.

- 3 paid dues that had not paid anything
- 4 paid balance on dues paid
- 3 paid the promise note payments one done this month
- 6 still owe on reserve fund/late fees from Sept 2017 only
- One was in foreclosure trying to safe house, send email to treasurer don't want to pay dues if cannot save house, we should know soon.

Mail and phone calls have been very slow, no mail last time I checked.

Vote on:

- Approve check for 141.31 to always safe and lock repair park gate lock service CK 6124
- Property tax of 3.09- called and found out property tax just send what's given called storm water department told me it will be waved sending something to tax dept to cancel
- Insurance approve any changes and amount (current balance due with no changes 5,649.00 due before next board meeting May 3. Have to send signed agreement by 4/19
- Approve ad for newspaper for garage sale around \$45.00
- Easter candy reimbursement Nancy F 49.78

Other issues:

- When do the Reserve Study update? We voted on economy 8 weeks update with site visit \$1,460.00
- When do the waive CPA audit for 2017 books
- Website issues and slow response- shop around

ARC Report: No report

- Update on "chicken wire" fence – Lorna has emailed the owner about the fence and got a response that the owner would talk to the tenant. Chris reports that Chase has spoken with tenant as well.
- Lot 1046 ARC form – approved for fence.

C C & R Report: No report

- Volunteers needed?

- Photo of problem with cars – update?

Nan will take on a Member-at-Large position on the board (3-year term) and take over CC&R position, if Shannon is willing to step down. Division Volunteers 2 & 3 agree to stay on.

Communication Report:

- LFHA phone – see below
- LFHA website – no report
- Nextdoor: “Lake Forest Lacey” (volunteer hosted, LFHA Board not responsible for content) – no report
- Facebook: “Lake Forest Community” (volunteer hosted, LFHA Board not responsible for content) – no report

Phone calls:

- Gate code -10
- Dues- 5
- Hoa demand, new owner questions refl -1
- Garage sale date, plant lady, Easter egg hunt help-7
- Fix website-8
- Address change-1
- Robo calls- to many to count a lot from Florida even with different area codes

Events Report:

- Yard Sale in May will have the “plant lady” again, on Oxford, selling hanging baskets & such of flowers for \$20-25 each.
- LFHA Annual Easter Egg Hunt: 2300 plastic eggs filled with candy and hidden. 18 children in the under 6-year old category. 20-30 children in the 6-12-year-old category. 3 regular volunteers and 5 new volunteers helped Lorna this year.
- In need of a “Summertime Park Events Volunteer” for weddings, parties, family reunions, etc. Duties would include preparing the pavilion for reserved events (wiping down tables, etc.), posting a “Reserved” sign, helping with the gate & entrances for events as needed, make sure the port-i-potty has toilet paper, reminding people to pack out their own trash. Our Park Gate Programmer can program a 24-hour event code so that everyone attending the event can enter & leave.

EVENTS:

- Garage sale May 18-19 from 8AM-2PM if not have sale please close garage doors.
Hanging baskets will be at same location as last year on Oxford Drive.
- Ester egg hunt had around 18 under 6 and 28-30 6-12, put out 2300 eggs
Thank you very much to the 5 new volunteers, and the 3 for past 9 years.
- Reimburse Nancy F for candy 49.78 we didn't get many donations this year; maybe have to put more into budget to buy candy in future. I spend \$79.63 lost receipt.
- Need an event volunteer cleanup before event, check in and out for summer events birthday, family reunions, wedding etc. please contact Lorna for more information.

Long Lake Management Report: No report

Maintenance Report:

- New hours for Hearing Park 6:30 am to 8 pm, starting next week

Maintenance
March 21-April 17

Paid out:

- Copies for board meeting -\$2.35
- Dump run green waste 560 lbs- \$13.00
- Dump run regular trash blackberries and ivy 580lbs-\$35.00

Hours: volunteers worked 88 hours been working longer hours and taking 2 Mondays to finish projects lately.

Projects:

- Fixed dock ramp attachment and deck boards and installed tracks for wheels
- 2 Mondays on pulling tansy, blackberries, mow and cut down small dead trees 2 dump runs, green and regular (orange chain Harvard greenbelt)
- 2 Mondays pulling ivy off trees, cutting down smaller dead trees, hauling out dead limbs and cutting up rubbish for green waste bins.
(Walthew greenbelt)

Up-coming issues:

- Will need ok from board to get bids on one tree with funny lean near fence on Walthew. And a few others need to have checked too big or too close to property for us to cut down. So maybe 2 to 4 trees.
- Change the porta potty to 2 times month cleaning- starting in June thru September
- Do we want to Change gate hours to 6:30am to 8:00pm – summer hours yet??? Or wait?

Old Business:

- City of Lacey Water Easement Project update – No update

New Business:

- **VOTE** - Beckie Weatherford volunteered to accept the position of Secretary on the LFHA board. Board voted to accept Beckie. **Approved**
- Setting Goals for LFHA Board for 2018 -Tabled from March
 - Get the waterfront bulkhead repair started; hire contractor; start permit process. Depending on cost/needs may only do Left or Right side of waterfront this year.
 - Update the C C & R's – Division by Division
 - Get a permanent storage unit on LFHA property to store supplies and records.
- Establishing Rules & Regulations to assist CC&R - Tabled from March, **tabled again**
- Using "late fee" funds to purchase/install shed for storage - Tabled from March – see above goals
- Using "late fee" funds to build off-leash dog park on Oxford - Tabled from March, **tabled again**

- Idea for recruiting volunteer board members - Tabled from March – handout of mock-up from Vista Print for postcards to be sent out to neighborhood recruiting new board members.
- Thurston County Crime Reports for March 2018 – handout, no stolen mail reported, 1 suspicious car and 1 burglary reported.

End Time 7:31pm

