

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes
February 2023

Date: February 28, 2023. (Amended- March 22, 2023).

James Byrne, President called to order the regular meeting of the Board of Directors at __5:30__ pm.

Board Members Present: Maureen Allen, Sylvia Banzon, James Byrne, Craig Chase, Dave Engman, Don Huijbregtse, and Peter Nash.

Absent: None

Others Present: Mary Helton, Therese Montgomery, Daniel and Elizabeth Drumlake, Clint Fretz, Diane Clevenger, Debbie Leslie, Mike & Sara Rhodes, Bruce Jackson, Jerry Cloyd, Natascha Roof, Mike Bannon, Andrea Babers, Vince Scantlin, Toma TJ Foreman, Christene & David Shultz, Tal & Paula Beck.

Topic	Discussion/Vote	Action Assignee	Action Due Date																				
Approve Previous Minutes	<p>January Board Meeting minutes Motion: James Byrne presented a motion to approve minutes for January 25, 2023. Second: Maureen Allen Aye: Craig, Don, Sylvia, Maureen, Dave, and Peter Oppose: none Abstain: James</p>	N/A	N/A																				
OFFICER REPORTS																							
President	No report																						
Vice President	Peter Nash commented on the election process. He is willing to provide some ideas to aid on the process.																						
Treasurer	<p>Financial Report: Sylvia Banzon</p> <p>Balance Sheet as of February 27, 2022</p> <table> <tr><td>Checking</td><td>\$ 2,223.46</td></tr> <tr><td>Savings</td><td>\$ 64,395.33</td></tr> <tr><td>Cap Imp Reserve</td><td>\$ 96,762.67</td></tr> <tr><td>Litigation</td><td>\$ 90,344.18</td></tr> <tr><td>Money Market</td><td>\$ 82,134.36</td></tr> <tr><td>Money Market Ck.</td><td>\$ 5.00</td></tr> <tr><td>Accounts Receivable</td><td>\$ 9,976.82 (20 HOA + fines)</td></tr> <tr><td>Prepaid Insurance</td><td>\$ 5,520.49</td></tr> <tr><td>Undeposited Funds</td><td>\$ -230.00</td></tr> <tr><td>Total</td><td>\$ 351,132.31</td></tr> </table>	Checking	\$ 2,223.46	Savings	\$ 64,395.33	Cap Imp Reserve	\$ 96,762.67	Litigation	\$ 90,344.18	Money Market	\$ 82,134.36	Money Market Ck.	\$ 5.00	Accounts Receivable	\$ 9,976.82 (20 HOA + fines)	Prepaid Insurance	\$ 5,520.49	Undeposited Funds	\$ -230.00	Total	\$ 351,132.31		
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LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

Statement of Activities (Accrual method) as of February 27, 2022

Total Expenses	\$ 225,914.63
Total Income	\$ 258,600.30
Net Ordinary Income	\$ 32,685.67
Net Income	\$ 30,868.92

Income Tax 2021- Extension:

Federal Income Tax for 2021 was filed on January 13, 2023. The delay for filing was due to the audit delay. Taxes owed were \$1570.00

Key Bank Litigation Fund:

KCU Litigation Fund account was closed. The Key Bank Money Market account it is now set up as the LLVCC Litigation Fund account.

Purchase Orders Approved in January: Three purchase orders were approved :

- Electronic Sign PO#2 updated \$1495
- Restroom Doors PO#3 \$3000 Balance \$955 + receipts from 2/28/23
- Web portal training PO#4 \$85

Motion: Sylvia is presenting a motion to close the approved purchase orders for January.

Second: Don

Aye: Craig, Don, Sylvia, Maureen, Dave, and Peter

Oppose: none

Abstain: James

3/22/23 (amendment to the minutes)

Motion: James presented a motion to re-open PO #3 to include receipts through 3/22/23.

Second: Don

Aye: Dave, Don, Sylvia, Maureen, and James.

Oppose: none

Abstain: none

Question: What is the process for ensuring payment of past HOA dues?

The office makes every effort to collect past due HOA fees and fines. The office sends a statement every month to the homeowner via mail or email including late fees. The office will contact homeowners and offer a payment plan. If no payments are made, after sixty days of a second year dues owed, a letter will be sent giving the homeowner 30 days to contact the office or a lien will be placed on the property. If this letter does not prompt action, the homeowner will receive a letter from our attorney with the

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>amount owed including late fees plus attorney fees. The account will continue accumulating late fees and interest according to the By-laws.</p>		
OPERATIONS			
<p>Office</p>	<p>Mass mailings cost The office wants to request homeowners to provide the office with their email address for future communications. The office spent over \$1000 mailing the budget package and election ballots. These funds can be used on other more pressing items, but we are obligated to ensure that all homeowners get official communications. We are requesting that if you are currently receiving regular mail from us, that means we do not have an email from you or we do not have consent to send emails to you. Please contact the office.</p> <p>Question: Can the voting process be automated and allow members to vote online? At the moment we do not have the capacity to do this. We would have to look into it.</p>		
<p>Maintenance</p>	<p>Water leak at gazebo Don presented a bid for \$300 to fix the water pipe in the gazebo area. Motion: James Byrne motion to approve the broken pipe at the gazebo. Second: Craig Chase Aye: Craig, Don, Sylvia, Maureen, Dave, and Peter Oppose: none Abstain: James Discussion: Mr. Cloyd is requesting to bury the pipe and create a drain to ensure the pipe does not break. Action item: Don and James</p> <p>Restroom door Craig Chase explained that the doors are almost completed. There are a few things remaining. He wants to recognize Dan Leslie and Steve Abels, who have volunteered to help with this project. Thank you to the volunteers for their time and the hours spent on this project. The project is coming along and we are almost done. He also mentioned the swing set, which he will be bringing back to code in the next week.</p>	<p>Don to look into burying the pipe to avoid reoccurrence. James will assess the drain</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>Boat Launch Drainage Bid Don presented a bid for Swanson for \$1789 for working on the drain. This will be tabled until the next meeting.</p>	Peter has volunteered to look into this issue.	
Patrol/Compliance	<p>Speed Sign Update Don reported that the box needed to ship the speed sign was received and the sign has been sent back for upgrades as discussed in our last meeting.</p>		
Lake Management	<p>Committee Resolution 27 discussion/approval The resolution was revised and shortened from previous draft presented in the last meeting. Motion: Peter motioned to approve draft of resolution 27. Second: Maureen Allen Aye: Don, Sylvia, Maureen, Dave, and Peter Oppose: Craig Abstain: James</p> <p>Lake Management Chair Motion: Maureen Allen motioned to have Peter Nash serve as the Chair of the Lake Management Committee (LMC) Second: Don Aye: Craig, Don, Sylvia, Maureen, and James. Oppose: Dave Abstain: Peter</p> <p>Lake Management Second Board member Motion: James Byrne motioned to add David Engman as the second board member for the LMC. Second: Craig Chase Aye: Craig, Don, Sylvia, Peter, Maureen, and James Oppose: none Abstain: David</p> <p>Call for members for the Lake Management- Mr. Cloyd volunteered to serve in this committee.</p>		
COMMITTEES			
Architectural Control (ACC)	<p>Peter Nash acting as a homeowner will be excused for the remainder of the meeting as a Board Director.</p> <p>Answer Requested: Peter Nash requested answers to three questions asked to the ACC. The ACC is bringing the answers forward for approval. Motion: Dave motioned to approve the responses presented to the Board for the questions asked.</p>		

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>Second: Maureen Allen Aye: Craig, Don, Sylvia, Maureen, and Dave Oppose: none Abstain: James</p>		
Hearing	<p>Drainage Hearing Motion: Don motioned that the Board approve the recommendations from the Hearing Committee. James added to change the due date and add language that the homeowner needs to repair the damage to the neighbor's property. Second: Craig Chase Aye: Craig, Don, Sylvia, Maureen, and Dave, Oppose: none Abstain: James.</p> <p>Removal of Dog Fine Motion: Don motioned that the Board approve the recommendation from the Hearing Committee to revoke fine as stated. Second: Maureen Allen Aye: Craig, Don, Sylvia, Maureen, and Dave. Oppose: none Abstain: James</p>		
Safety	<p>Craig presented a list of safety concerns.</p> <ul style="list-style-type: none"> • Finish the doors. Problem with a pony wall in the restrooms. • Stairs to the restrooms. • Golf cart path • Swimming beach – swim at your risk- meeting mitigation risk or liabilities. <p>Craig was reminded to work with his committee in creating STPs and purchase orders for the issues identified by the committee and brings forward to future Board meetings.</p> <p>Sheriff's Report The first and the second Thursday of the month. The first Thursday happens at Spencer Lake Bar and Grill @ 0830 and the Second happens at the Burger Claim @ 0730. Maureen Allen brought forward issues with the county jail capacity; drugs in the county and the effect of fentanyl in the canine police force; and the addition of mental health building added to the new proposed jail. Sherriff dept has two new officers and they have a budget for another five officers. (See the complete report in the portal)</p>		

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>Question: Is Speed something that the Safety Committee is going to look into? Not at this time as the roads are county roads and we are not able to enforce the laws. People need to walk against traffic and not wear black when walking. Mr. Drumlake brought up that the sheriff dept. will lend us a speed sign if we wanted one. He also mentioned that Lakeland Drive is one of the most dangerous roads within LLVCC.</p> <p>Ms. Drumlake brought up that speed bumps do not work and requested for people to slow down.</p> <p>Another person brought up that not all the roads have shoulders for walking.</p> <p>Mr. Cloyd brought up about teenagers and other individuals trespassing on the common areas and smoking marihuana. He also brought up that the beach area is not being locked at night as it should. Don will follow up Action item: Don H</p> <p>Ms. Leslie brought up that the Board should look into making LLVCC a gated community even if this increases dues, it would be worth it to ensure the security of the community.</p>	<p>Don to follow up on ensuring the gate is closed at night for the beach area.</p>	
NEW BUSINESS			
	Nothing to discuss		
OLD BUSINESS			
	Nothing to discuss		
PUBLIC COMMENTS			
	<p>Concern: No concerns.</p> <p>LLVCC response:</p>		
EXECUTIVE SESSION			
	<p>Executive Session No executive session.</p>		
PRIOR ACTION ITEMS			
	See attachment		

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

UPCOMING MEETINGS			
Tues., Feb 28 th	7:00 pm Community Meeting – Budget/Election		
Wed. Mar. 22	5:30 pm Board Meeting		
Wed. April 26	5:30 pm Board Meeting		
UPCOMING EVENTS			
April 8 th	Easter Egg Hunt- LLVCC will participate in conjunction with Allyn Community Association.		
MEETING ADJOURNMENT			
	<p>Adjournment Motion: James motioned to adjourn the meeting. Time: 6:31 pm Second: Sylvia Banzon Aye: Craig, Don, Sylvia, Maureen, Dave, and Peter Opposed: none Abstained: James</p>		

Sylvia Banzon
Secretary/Treasurer