

**LAKE FOREST GLEN HOMEOWNERS ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS**

8:30a.m.at the Lake Forest Glen Homeowners Association Office on May 22, 2010

MINUTES

1. **CALL TO ORDER** by President, Mark Pierpoint at 8:32a.m. A quorum was established with 5 directors.

Directors Present	Directors via phone	Directors Absent	Staff/Others Present
Mark Pierpoint	Marshall Jackson	Jim Cochrane	Alan Miescke, Gen. Mgr
Mike Robinson		Alan Nelson	Heather Mesa, Admin. Asst.
Brian Kane		Doug O'Neal	
Nikki Aronhalt		Steve Vanni	

2. **APPROVAL OF MINUTES** – (from March 20, 2010 Regular Board Meeting)
The minutes of the March 20, 2010 meeting were approved.

3. **HOMEOWNER HEARINGS / CORRESPONDENCE**

- A. **Homeowner Deck Request**-A homeowner made a request to rebuild his deck with an extension. He will extend the privacy fence to match the deck. Alan was directed to discuss placement of footers and suggest laying a foundation of pea gravel with the homeowner. A **MOTION** was made to approve this request.
MOTION PASSED

*****ACTION ITEM #1 Alan to discuss footings and pea gravel with homeowner requesting deck approval.**

- B. **Homeowner Contesting Legal Fees**-The association was billed for a homeowner contacting the association's attorney. This charge was then put on the homeowner's account. He is now contesting that charge. After discussion of the situation, Alan was directed to talk to the attorney and request the fees be waived. If the attorney does not agree to remove them, the homeowner will be left with paying them as he is the one who initiated communication with the attorney.

*****ACTION ITEM #2 Alan to discuss with the attorney, the fees that were incurred by a homeowner.**

*****ACTION ITEM #3 Alan to notify the homeowner that he is responsible to pay the legal fees, if not waived.**

4. **MANAGERS REPORT**

- A. **Action Items**-from March 20, 2010

1. Alan put up signs with the sheriff's and security's phone numbers at both pools.

2. The unit that protested their infraction was notified that the Board did not agree to remove it.
3. The Rules & Regulations Committee did not have revised wording available at the meeting for “pet policy”, “overflow parking” or “items on decks”.
4. Pictures were taken of the samples of the new proposed porch materials and sent to the Architectural Committee for review. Another sample was brought after the fact which will be discussed later in the meeting.
5. A second landscape proposal was obtained. Jim, Chairman of the Grounds Committee would really like to do at least the front entrance this year. Others felt the pathways should be taken care of first. Much discussion took place on the financing of this project and how it plays into the list of current priorities. The landscape work will be held off until the Board feels we are in a better financial position.

*****ACTION ITEM #4 Mark to review the master plan and put an outline together showing priorities of projects and how they fit into the budget.**

6. Alan spoke to the association’s attorney about settlement monies.
7. Alan drafted a letter to homeowners regarding the electrical sub-panels and sent it to the Board for approval. The Board approved the letter and it was sent out to all homeowners.
8. Alan and Mike will change the lifeguard code when they begin next year’s budget.
9. Alan and Mike will work on updating the codes in the budget when they begin working on next year’s budget.

*****ACTION ITEM #5 Alan and Mike to change/update any line item codes/titles as they prepare next year’s budget.**

B. OLD BUSINESS

1. **Window Update**-there are a few units that have an outstanding balance and Alan is working on receiving payments from them.
2. **Snow Removal**-despite the amount of snow this spring we were still under budget on snow removal. Juan has become very helpful to Alan with this, which keeps a fair amount of the work in-house. The whole crew, Alan, Juan and Gensburg, has an efficient system.

C. NEW BUSINESS

1. **Annual Meeting Date**-after discussing availability of Board officers, a **MOTION** was made to change the meeting date this year from October 9 to October 16, per the revision of the By-Laws being passed. **MOTION PASSED UNANIMOUSLY**

*****ACTION ITEM #6 Alan/Heather to send notification to all homeowners that the Annual Meeting date this year will be October 16 instead of October 9.**

*****ACTION ITEM #7 Heather to schedule the meeting room for the Annual Meeting.**

5. COMMITTEE REPORTS

- A. Architectural Committee (Porches)**-The summary from the Architectural Committee stated that they felt none of the proposed materials were suitable for the climate in Tahoe. A new sample of brick had been brought in to the LFG office after the others had been passed on to the committee. After discussing the new sample of brick, the Board determined it was too expensive of an option and still not suitable for the application. The most cost effective option is still the staining of the concrete or epoxy finish. It can be tinted any color. However, the Board decided that this is not a project that will be done in the near future and does not need to be discussed further at this time.
- B. Rules & Regulations Committee**-The chairman was not present to report on the revisions of the Rules & Regulations. General Manager, Alan shared his concern of why he feels some of the wording needs to be revised. One was with the overflow parking. He had new signs made for each of the lots clarifying vehicles that can park there and when. He would like the Rules & Regulations to be updated with this wording as well. He also mentioned that he would like to have the wording changed regarding the usage of footpaths. He feels that if children are not allowed to ride bikes on the footpaths, then they are left to ride in the street, which is not safe. Alan Miescke will discuss these items further with Alan Nelson.

*****ACTION ITEM #8 Rules & Regulations Committee to discuss and clarify wording pertaining to the “overflow parking”.**

*****ACTION ITEMS #9 Rules and Regulations Committee to review the usage of the paths taking General Manager, Alan’s concern into consideration.**

6. INFRACTION REPORT-the list is very small and under control

7. LEGAL

- A. Counting of Additional Ballots for Third Restated Governing Documents**-The additional ballots were opened and counted.

VOTING RESULTS

Revision of Covenants, Conditions & Restrictions (51% of membership needed for approval)

Number of units:	234
Not eligible to vote:	2
Quorum needed:	120
Ballots cast:	124
Abstentions:	0
Voided ballots:	3 (2-markings on ballot, 1-outer envelope not signed)

Vote: For 120 Against 1

Results: revision approved as of May 22, 2010

*****ACTION ITEM #10 Notify Fong that the 3rd revised CC&Rs and By-Laws passed.**

*****ACTION ITEM #11 Notify all homeowners that the 3rd revised CC&Rs and By-Laws passed.**

*****ACTION ITEM #12 Heather to post 3rd revised CC&Rs and By-Laws on website.**

B. Pet Policy-after some recent research of Davis-Stirling, it was found that an HOA cannot adopt a rule that is inconsistent with the CC&Rs or have a different rule for a renter than a homeowner. This would be discrimination. Our CC&Rs allow for homeowners to have two (2) pets so their renters are allowed two (2) pets unless the homeowner chooses to not allow pets. All pet owners need to abide by the pet rules such as cleaning up after them, keeping them from being a nuisance, keeping them on a verbal/physical leash, etc. It was suggested to research the cost of purchasing and installing 6-10 “doggie bag stations” throughout the complex. A **MOTION** was made to change the Rules & Regulations to be consistent with the CC&Rs and that as an association we are not limiting pets at the facility for either owners or renters aside from the maximum number of pets which is two (2). Individual homeowners may, at their discretion, reserve the right to not allow pets in their unit. Where pets are allowed to go, they must abide by the pet rules such as clean up by owners, maintaining control of the pet, and not being a nuisance. **MOTION PASSED UNANIMOUSLY** The Rules & Regulations Committee needs to address the revised wording for the pet policy as soon as possible.

*****ACTION ITEM #13 Rules & Regulations Committee to re-write the Rules & Regulations pertaining to “pets”.**

*****ACTION ITEM #14 Research “doggie bag stations” and cost of putting 6-10 around the complex.**

8. ACCOUNTING

A. March 2010 Financials-no discussion

B. April 2010 Financials-the reserve account has approximately \$900K and operating has about \$90K. There is nothing really out of the ordinary to report from the past two months. An adjustment has been made in the monthly transfer amount to accommodate for the painting cycle this year. Mike will prepare a monthly projection to track spending over the next year and a half to make sure we are staying on course through the roofing and painting cycle.

*****ACTION ITEM #15 Mike to prepare a monthly cash flow forecast through next year and a half to make sure we stay on track with the budget.**

C. Delinquency Tracking Report-looking good

D. Late Dues Report-Mike shared that we continue to improve on the late dues and the number of months outstanding is fairly low compared to last year.

9. WEBSITE

Heather posted the information on Lake Forest Glen's website that explains the project that is taking place in the meadow adjacent to the complex.

10. BOARD MEMBER'S COMMENTS / REQUESTS / NON-AGENDA ITEMS

A. Speed Bumps-A member suggested getting the speed bumps painted yellow so they can be put out.

*****ACTION ITEM #16 Brian to paint speed bumps and Alan to put one at each entrance.**

The Board went into Executive Session. They discussed collections and made some determinations with the window claim fund.
Executive Session closed at 10:55am.

A MOTION was made to adjourn the meeting at 10:55am. **MOTION PASSED UNANIMOUSLY**