

LWCCOA Board of Directors
Meeting Minutes for
Nov. 18th 2023

This meeting was conducted in person at the Rec Center and via Zoom

1. Roll Call and Call to Order

- a. Attending: Scott Whitmire (chair) Rici Peterson (secretary), Don Olsen (Vice Chair), Steve Ford (COA Treasurer), Judy Sims (historian)
- b. LWCHA chair Paul Banas and five COA homeowners attended
- c. Quorum established; meeting called to order at 9:06 am.

2. Approval of Minutes

- a. Board members moved, seconded, and approved board meeting minutes from Sept. and Oct.

3. Open Board Position: Rici announced she and husband Mike are soon moving from LWC. Board motion to accept her resignation was seconded and approved. Words of appreciation were expressed for Rici's service to LWCCOA and to the LWC community. Judy offered to take this meeting's minutes. Scott announced that John Penrod had agreed to take Rici's board position. After discussion about others having expressed interest had they known of an open board position, and following hearing of Dave Grace's interest, it was determined by vote that John would fill Rici's board position, with acknowledgement that Dave would offer desired Pines representation on the board, and that he consider running for one of the two board positions open next May.

4. Unfinished Business

- a. Status of MOU: Scott says the MOU was fully signed and is in effect.
- b. Status of Reserves and Insurance: Dena and Steve are working on some insurance matters and making bid comparisons. Reserve status is unclear; the formula from the approved MOU hasn't been applied. COA hasn't yet established a bank account.
- c. AC policies: suggestion made for needed AC policies specific to the Meadow Houses. John Penrod and Kathi McCalligan offered to be on a committee to look into this matter.
- d. Restatement and Amendment of Declaration and Bylaws: Scott shared first glance responses from 3 MH homeowners; common concern regarding MH garage use. Concern expressed that board discussions focus on Meadow Houses, not The Pines. Scott pointed to the fairly complicated MH situation. Further discussion led to a decision to send drafted documents to all LWCCOA homeowners with cover letter written by Scott. Homeowner participation in working group sessions is strongly encouraged.

5. New Business

- a. Adoption of Fiscal Calendar; board moved, seconded and unanimously voted to switch to LWCHA's calendar, 7/1 – 6/30. Current LWCCOA budget and reserve funding also to June 30th.
- b. Budget through June 30, 2024 needed. We need policies and procedures for banking, plus setting up an account. Dena will be cutting checks in advance of deposits.
- c. LWCCOA Board Election Date: motion presented, seconded and vote passed to align LWCCOA board election with LWCHA, changing from May to Oct. Current terms will have to be extended, e.g. 1 year terms to 1 ½ year terms.

continued

6. Homeowner's Forum

- a. Do we have a website landing page for LWCCOA? Discussion about extracting 31 homeowners for easy access and reference; members only website?
- b. Request for additional signage for deliveries, visitors and emergency vehicles to clearly see location to access all MH homes, especially those "hidden" at the left back end of the entry road. Discussion also about need for correct display of MH address #'s on each unit, considering size, color visibility and location. (some currently painted over). Yves commented that house # signage in some parts of LWC has recently been improved. Yes, there's a need.
- c. MH road isn't a "back road" for Innisfree. Concern about unsightly piles of debris or woodchips dumped in the drive-in/parking areas of MH homes.
- d. Clogged drainage ditch in MH area; Yves will address.
- e. Need for AC guidelines as per the MOU for MH. Paul Banas suggested looking at the AC guidelines, including addendums, posted on LWCHA website—also comparing to Innisfree. Scott: "Anything that's coastal (architectural design) would be acceptable. Paul: "It's up to COA owners if you want to be more restrictive. FYI, you can no longer do cedar roof shingles.
- f. Dena: "Are there any issues with The Pines?" Responses: limb removal off structures, for fire danger mitigation and insurance; ivy removal underway; additional work under contract (Paul).
- g. Dena: spikes partially fixed at gate; other gate problems. Homeowner: if there are noise concerns from gate use for nearby Pines owners, can the noise issue be mitigated?
- h. Need Pines people to weigh in on possible walking path from gate house to rec center. Concerns of car speed and pedestrian safety along Singing Tree.

7. **Adjournment:** 10:36 a.m. No Dec. LWCCOA board meeting. First working group meeting set for Wed., Dec. 13th 7:00 at Rec Center Library.