

**Board Meeting
1/10/2023**

CALL TO ORDER AT 6:30 P.M.: Mona Loomis

MEMBERS PRESENT: Mona Loomis, President; John Knauff, Vice President; DeJuan McDuell, Treasurer; Linda Carullo, Secretary; Darrell Hotler, Operations Manager; Mike O'Meara, Financial Manager;

ABSENT: Dave Carullo, Director

OLD BUSINESS

1. OPERATIONS MANAGER (O/M) – Darrell Hotler was hired and under contract as LPG Operations Manager. The O/M email is LPGOperationsManager@gmail.com.
2. SNOW REMOVAL – After reviewing the snow removal contract there was discussion on the cost of snow removal, 1" vs 2" trigger, snow clean up (driveway entrances from city plows) and salt (use of pet-friendly salt).

MOTION: Mona made a motion of a 2" snowfall before the snow removal crew is requested to plow. The O/M has the discretion to request additional snow removal, snow clean up, or the spreading of salt as needed. John seconded. Unanimously approved.

3. FINANCES

a. COLLECTIONS

- i. Mike gave an update on two members with past due amounts reporting one had been paid. The other has been notified and is currently in arrearage. Collection procedures are in place.

b. CREDIT LINE – It was decided to not pursue a line of credit at this time.

c. FINANCIAL REPORTS

- i. Mike requested permission to renew the Quickbooks yearly subscription.

MOTION: Linda made a motion that the Quickbooks subscription be renewed each year without Board approval for amounts less than \$900 per year. Board approval will be required for costs above \$900 and may have a two-year renewal if cost effective. DeJuan seconded. Unanimously approved.

- ii. As Treasurer, DeJuan will meet monthly with Mike.

- iii. Capital Funds – Our current budget does not have a line item for capital funds for the common areas. This will be added to the next budget.

d. MAILBOX PRICING – Northwest Fence priced mailbox posts at \$75 per post plus installation. Mike will get a quote for installation.

- e. FENCE – Northwest Fence has been hired to install privacy fence on the LPG east property line, behind the homes on Geranium. They are scheduled to begin installation within four weeks and have allowed for payment installments. No installments will be paid until the fence installation has begun.
- f. CONDOS – Sandra Sibb referred Mike to deal directly with Pam at Rose Real Estate regarding the condo association dues.
- g. NEIGHBORHOOD CONCERNS
 - i. NOISE FROM STRACKS – Darrell will test the noise level and proceed accordingly.
 - ii. TREE REPLACEMENT – Mona will have Smalls Landscaping come out to give an estimate for replacing trees that had been cut down in the common area behind the townhomes on Columbine.
 - iii. PET CLEANUP – The Board has received complaints regarding residents who do not clean up their dog’s droppings. Residents who walk their pets in LPG need to be reminded that they are responsible to promptly clean up any droppings their animal leaves, properly disposing of it in the trash.
 - iv. IMPROVEMENTS/CHANGES TO PERSONAL PROPERTY – Residents need to be reminded that is required that any owner who is considering improvements/changes of their deeded property are to submit an **Improvement Request Form** to the **PROPERTY VALUE COMMITTEE** prior to initiating work on the planned improvements/changes. Failure to comply may result in fines or removal of work done.
 - v. GARAGE LIGHTS – All exterior garage lights are required to remain on when it is dark. Trees/bushes, direction garage lights face, and weather in general affect the sensors causing some lights to remain on longer than others. The Board is actively pursuing sensors that need to be replaced. The electricity for the garage lights is paid for by the homeowner and is estimated to cost \$13.50 per year.

NEW BUSINESS

1. Committee Reports

- a. FINANCE – Prior to each bi-monthly Board meeting, financial reports will be provided to the Finance Committee 2 weeks prior to each meeting and to the Board 1 week prior to each meeting.
- b. SNOW REMOVAL – The crew adequately accomplished the snow removal.
- c. VARIANCE – Several owners made noticeable changes on their property without submitting an *Improvement Request Form*. A reminder will be placed in the next newsletter before fines are implemented.

ADJOURNMENT – Meeting adjourned at 8:15 p.m.