

**Board Meeting Minutes
12/4/2023**

CALL TO ORDER AT 6:18 P.M.: Mona Loomis

PRESENT: Mona Loomis, President; Brian Dennis, Vice President; Tracy Petruska-Brumley, Treasurer; Linda Carullo, Secretary; DeJuan McDuell, Director; Darrell Hotler, Operations Manager; Dave Carullo, Finance Manager

PURPOSE: The purpose of this meeting was to discuss the remaining business from the Board meeting held on November 13, 2023.

PROPOSALS TO CHANGE GOVERNING DOCUMENTS – Linda

I. BYLAWS

GOVERNING DOCUMENT: BYLAWS

PROPOSAL FROM: LELAND RANGER

DATE OF PROPOSED CHANGES: 12/04/2023

ARTICLE/SECTION: Bylaws, Article I

PURPOSE OF CHANGE:

It was requested that we reverse the change made in November 2022 to the Bylaws, Article I. The original wording required the legal address of the corporation to be the personal address of the President of the Board of Directors.

EXISTING WORDING SUBJECT TO CHANGE:

The name of the corporation is LAKEPOINTE GARDENS PROPERTY OWNERS ASSOCIATION, INC., hereinafter referred to as the "Association". The Association owns no buildings, thus the **principal mailing address** of the corporation shall be the **post office box address listed on the LPGPOA website**. Meetings of members and directors may be held at such places within the State of Indiana, County of Porter, as may be designated by the Board of Directors.

PROPOSED MODIFIED WORDING:

The name of the corporation is LAKEPOINTE GARDENS PROPERTY OWNERS ASSOCIATION, INC., hereinafter referred to as the "Association". The Association owns no buildings, thus the **legal address** of the corporation shall be the **address of the President of the Board of Directors, which shall be furnished to the members subsequent to the organizational meeting of the new Board following each annual meeting of the members**. Meetings of members and directors may be held at such places within the State of Indiana, County of Porter, as may be designated by the Board of Directors.

BOARD DECISION:

Moved to approve: De'Juan; Seconded: Tracy; Discussion; In Favor: 0 Yes, **5 No** MOTION DENIED unanimously. *See proposed modified wording below.*

PROPOSALS TO CHANGE GOVERNING DOCUMENTS (Continued)

GOVERNING DOCUMENT: BYLAWS

PROPOSAL FROM: LINDA CARULLO

DATE OF PROPOSED CHANGES: 12/04/2023

ARTICLE/SECTION: Bylaws, Article I

PURPOSE OF CHANGE:

The original wording prior to the change in 2022, required the Lakepointe Gardens president to furnish their physical address. This proposal would modify the existing wording to include a modification of the original wording regarding furnishing a physical address.

EXISTING WORDING SUBJECT TO CHANGE:

The name of the corporation is LAKEPOINTE GARDENS PROPERTY OWNERS ASSOCIATION, INC., hereinafter referred to as the "Association". The Association owns no buildings, thus the **principal mailing address** of the corporation shall be the **post office box address listed on the LPGPOA website**. Meetings of members and directors may be held at such places within the State of Indiana, County of Porter, as may be designated by the Board of Directors.

PROPOSED MODIFIED WORDING:

The name of the corporation is LAKEPOINTE GARDENS PROPERTY OWNERS ASSOCIATION, INC., hereinafter referred to as the "Association". The Association owns no buildings, thus the **legal address** of the corporation shall be the **post office box address listed on the LPGPOA website**. **The names and roles of the Board of Directors and managers shall be posted on the LPGPOA website subsequent to the organizational meeting of the new Board following each annual meeting of the members. If a physical address is needed, the personal address of the President of the Board of Directors or designated Board member or manager will be furnished as needed.** Meetings of members and directors may be held at such places within the State of Indiana, County of Porter, as may be designated by the Board of Directors.

BOARD DECISION:

Moved to approve: Tracy; Seconded: De'Juan; Discussion; In Favor: **4 Yes**, 1 No
MOTION APPROVED.

PROPOSALS TO CHANGE GOVERNING DOCUMENTS *(Continued)*

GOVERNING DOCUMENT: BYLAWS; RULES & REGULATIONS;

PROPOSAL FROM: LINDA CARULLO

DATE OF PROPOSED CHANGES: 12/04/23

ARTICLE/SECTION: Bylaws, Article IX, Section 8: Duties, Treasurer

PURPOSE OF CHANGE:

Modify wording of Treasurer duties. The current wording describes duties that are now assigned to our Finance Manager.

EXISTING WORDING SUBJECT TO CHANGE:

Treasurer - the Treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all promissory notes of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an annual budget and statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the Members.

PROPOSED MODIFIED WORDING:

Treasurer - **the Treasurer shall meet regularly with the Finance Manager as well as participate on the Finance Committee that oversees the Finance Manager, budget, all financial matters of the Association, collecting and disbursement of assessments, investment of funds, and record keeping. The Treasurer shall work with the Finance Manager to assist in the preparation of the annual budget and statement of income and expenditures to be presented to the Board for approval and disbursement to the membership at its regular annual meeting. The Treasurer should have applicable financial knowledge and experience to be able to temporarily assume the duties of the Finance Manager if that manager is unable to perform the duties of that position.**

BOARD DECISION:

Moved to approve: Mona; Seconded: De'Juan; Discussion; In Favor: **5 Yes**, 0 No
MOTION APPROVED.

(Continued on next page)

PROPOSALS TO CHANGE GOVERNING DOCUMENTS *(Continued)*

II. RULES & REGULATIONS

GOVERNING DOCUMENT: RULES & REGULATIONS;

PROPOSAL FROM: LINDA CARULLO

DATE OF PROPOSED CHANGES: 12/4/2023

ARTICLE/SECTION: Rules & Regulations, Section II: Parking

PURPOSE OF CHANGE:

Lakepointe Gardens community has changed from mostly an older generation to include younger couples and families. With these changes, parking needs have arisen that need to be addressed in a sustainable way that still maintains the overall aesthetic appearance of Lakepointe Gardens and upholds the governing document that prohibits on-street parking.

Currently there are no parking pads available in the single-family area (Lupine and Aster). There is space at the west end of Lupine along the west berm by Strack's where a parking pad could be installed. However, until that can be done, we could temporarily create several parking spaces along the curb in that location.

EXISTING WORDING SUBJECT TO CHANGE:

Section II: Parking

- A.** Anyone operating a motor vehicle within the development shall obey any and all posted signs and/or designated parking spaces. Common area parking pads located on Geranium Circle and Columbine Circle are available for use by any resident, guest or invitee, subject to full compliance with the posted 48-hour time limit.
- B.** Vehicles parked in residential driveways shall not block foot traffic by overhanging the sidewalk.
- C.** Curbside parking which obstructs vehicular delivery to mailboxes is prohibited.
- D.** No outside storage or parking of any commercial or inoperable vehicle shall be permitted.
- E.** On-street parking is restricted to vehicles of delivery or service personnel, guests or invitees, or occasional temporary parking of residents' vehicles. On-street parking which is regular &/or continuous, or which restricts maintenance equipment access to lawns or common areas, or which obstructs or hinders snow removal procedures, is prohibited.
- F.** Parking any portion of a vehicle on an unpaved area is prohibited.

PROPOSED MODIFIED WORDING:

Modify the wording in paragraphs A, B and E as follows: *(Other paragraphs remain the same.)*

- A. Anyone operating a motor vehicle within the development shall obey any and all posted signs and/or designated parking spaces. Common area parking pads **or designated parking areas** located on Geranium Circle, ~~and Columbine Circle,~~ **and Lupine/Aster have designated *temporary parking** are available for use by any resident, guest or invitee. ~~, subject to full compliance with the posted 48-hour time limit.~~ ***"Temporary" is considered to be 48 hours or less. Additional time beyond 48 hours needs to be requested in advance and approved by the Board of Directors.**
- B. Vehicles parked in residential driveways shall not block foot traffic by overhanging the sidewalk **whenever possible.**
- E. On-street parking is restricted to vehicles of delivery or service personnel, guests or invitees, or occasional temporary parking of residents' vehicles. On-street parking which is regular &/or continuous **is prohibited except when parking is in compliance with posted signs where designated parking is allowed. Parking** ~~or~~ which restricts maintenance equipment access to lawns or common areas, or which obstructs or hinders snow removal procedures, is prohibited.

BOARD DECISION:

Moved to approve: De'Juan; Seconded: Tracy; Discussion; In Favor: **5 Yes**, 0 No
MOTION APPROVED.

GOVERNING DOCUMENT: RULES & REGULATIONS;

PROPOSAL FROM: LINDA CARULLO

DATE OF PROPOSED CHANGES: 12/04/23

ARTICLE/SECTION: Rules & Regulations, Section V: Property Maintenance and Appearance

PURPOSE OF CHANGE:

Clarify the wording to specify expectations for yard appearance, weeds, and decorations.

EXISTING WORDING SUBJECT TO CHANGE:

Rules & Regulations, Section V: Property Maintenance and Appearance

- A. Properties shall be maintained in an orderly manner. No accumulation of trash or debris of any kind shall be permitted. Trash must be in covered containers whose storage area is not visible from any street.
- B. Dumping of any trash or debris on private or common area property is prohibited.
- C. Exterior garage lights (either side of garage door) must be in operation from dusk to dawn.

PROPOSED MODIFIED WORDING: *(Some wording comes from the Covenants, Section 2.12)*

Rules & Regulations, Section V: Property Maintenance and Appearance

- A. Properties shall be maintained in an orderly manner.
 - 1. The owner shall at all times prevent the property from becoming unsightly. The owner shall keep the exterior and all improvements in such a state of good repair and maintenance so as to provide for an aesthetic appearance and as required to avoid their property from becoming unsightly. Vegetation should not encroach over sidewalks and should be maintained and not overgrown. Weeds, thistles, and infectious plants should be removed promptly. Unmaintained or unsightly areas should, when possible, be returned to grass yard, at owner's expense, to allow for it to be mowed by maintenance crews. The opinion of the Board of Directors and their appointed committee shall be binding with respect to said subjective judgments.
 - 2. No accumulation of trash or debris of any kind shall be permitted. Trash must be in covered containers. Trash receptacles may be set out one day prior to trash pickup and should be returned the same day of trash pickup to a storage area that is not visible from the street.
- B. Dumping of any trash or debris on private or common area property is prohibited.
- C. **Holiday decorations, lights, yard decorations of any kind, may not interfere with mowing crews, bush trimming, maintenance crews, or snow removal. Holiday decorations and lights may be displayed at a reasonable time prior to the holiday, not to exceed one month, and should be removed within two weeks following the holiday. Decorations and lights may continue to be used for consecutive holidays (ie: Halloween and Thanksgiving; Christmas and New Year's).**
- D. Exterior garage lights (either side of garage door) must be in operation from dusk to dawn. **They may not be altered or obstructed by anything including, but not limited to, decorations, vegetation, bushes, trees, or any other addition that prohibits these lights from serving as security lighting.**

BOARD DECISION:

Moved to approve: De'Juan; Seconded: Tracy; Discussion; In Favor: **5 Yes, 0 No**
MOTION APPROVED.

(Continued on next page)

PROPOSALS TO CHANGE GOVERNING DOCUMENTS *(Continued)*

GOVERNING DOCUMENT: RULES & REGULATIONS;

PROPOSAL FROM: LINDA CARULLO

DATE OF PROPOSED CHANGES: 12/04/23

ARTICLE/SECTION: Rules & Regulations, Section VI Displaying of Signs

PURPOSE OF CHANGE:

Include wording in Rules & Regulations to address “Construction Advertising.”

EXISTING WORDING SUBJECT TO CHANGE:

Rules and Regulations, Section VI: Displaying of Signs *(Currently does not specifically address construction advertising.)*

PROPOSED MODIFIED WORDING:

Add after Realty Signs section:

Construction/Renovation Signs:

- A. Construction/Renovation signs may be placed in the resident’s yard on the day construction commences. The owner must remove the sign from the yard within five (5) days of being displayed whether construction is completed or not.**
- B. Signs must be normal in size and are restricted to the front yard and must be placed a minimum of five (5) feet inside the curbside sidewalk, without restricting the sidewalk.**
- C. Non-conforming signs or sign enhancements are not allowed and are subject to removal by the Association.**

BOARD DECISION:

Moved to approve: Brian; Seconded: Tracy; In Favor: **5 Yes**, 0 No
MOTION APPROVED.

(Continued on next page.)

PROPOSALS TO CHANGE GOVERNING DOCUMENTS (Continued)

GOVERNING DOCUMENT: RULES & REGULATIONS;

PROPOSAL FROM: LINDA CARULLO

DATE OF PROPOSED CHANGES: 12/04/23

ARTICLE/SECTION: Rules & Regulations, Section IX: Leasing of Property to a Tenant

PURPOSE OF CHANGE:

Clarify the wording to convey the intended meaning that a property may only be leased for up to and no more than one year.

EXISTING WORDING SUBJECT TO CHANGE:

B. No Lease agreement shall be for a period exceeding one (1) year in length and shall have no renewal options.

PROPOSED MODIFIED WORDING:

B. No lease agreement shall be for a period exceeding one (1) year in length and shall have no renewal options. **Any property in Lakepointe Gardens, including The Oaks Condominiums, may only be leased for up to, and no more than, one (1) year and may not be leased again.**

BOARD DECISION:

Moved to approve: Mona; Seconded: Brian; Discussion; In Favor: **5 Yes**, 0 No

MOTION APPROVED.

*****END OF PROPOSALS TO CHANGE GOVERNING DOCUMENTS*****

PARKING

MOTION: Linda moves to make designated temporary parking on Lupine Circle by the West Berm until a parking pad can be installed between the curb and berm.

Seconded: De'Juan; In Favor: 5 Yes, 0 No

MOTION APPROVED.

OPERATIONS MANAGER'S REPORT – Darrell Hotler

- I. Mailboxes – Darrell received supplies and will begin installation of the mailboxes.
- II. Streetlight at the corner of Lake Pointe Dr & Gardenia is not working. The estimate to restore the light to working order was too high. The light is not needed in that area, so we will not repair it. Darrell will get an estimate for removing the light, and explore other options.
- III. Flood light at the entrance – The estimate to fix the flood light was too high. Darrell priced the supplies and will find another installation estimate.
- IV. Christmas lights were put up at the entrance.
- V. Security cameras – Dave has been in contact with Comcast and HSI to change the camera access to Darrell and Dave. This process involved disabling the old account and opening a new account. The process should be completed soon so Darrell can begin monitoring the cameras.

FINANCE MANAGER'S REPORT – Dave updated the Board on the transition with Quickbooks and reconciling bank accounts.

ADJOURNMENT – Mona moved to adjourn; Linda seconded. Meeting adjourned at 8:14 p.m.