

LAHPOA Board of Directors Meeting Minutes

November 14, 2017 at the Lake House

In attendance: Mark O’Henly Heather Harris Glenn Ruskin
 Paul Taylor Bryan Dozzi Deena Cottingham
 Don Waldorf Louise Ascah

1. Call to order 7:04 pm
 - a. Motion to accept the agenda by Paul, seconded by Glenn
 - b. Motion to accept the minutes from October 14, 2017 by Heather, seconded by Bryan

2. Community Manager’s Report (refer to monthly Community Manager’s Report). Highlights not in the notes are:
 - a. Ice testing will be done by fire department soon
 - b. Sump pump removal will be done ourselves next year
 - c. Canoes have been locked to the pillars
 - d. A grant is being prepared by Louise for an ice resurfacers

3. Treasurer’s Report (see Treasurer’s Report submitted by Heather)
 - a. A review of the forecast income for 2017
 - b. Three items were mainly responsible for putting us over our 2017 budget
 - i. Life cycle study was \$15,000
 - ii. \$5343 extra for minimum wage
 - iii. \$12,500 for fish expense
 - c. Fish deposit expense moved to January
 - d. With a review of the budget for 2018, the following changes to special projects were decided on:
 - i. \$3000 for website
 - ii. \$3000 for weatherproofing of electrical panel and equipment for aeration system
 - iii. \$1000 for time management system
 - e. Other special projects discussed (without budget allotments) were:
 - i. Security system for gates—what can we do relatively inexpensively now and add a major upgrade once the life cycle study is done

- ii. Irrigation system—focus on priority areas recognizing that repairs are needed to the lines as well as valves and heads. Getting it working manually is one level of operation that is attainable. Having it all working automated is another.
 - iii. More closed storage is needed for bins and large equipment.
 - iv. Life cycle study—a list of fixed assets has been compiled.
- f. A motion was made by Deena to accept budget with modifications as discussed. Seconded by Paul.

4. Water Committee (Bryan)

- a. The committee has updated their mandate to act as a management resource to the Board of Directors for lake management and water related infrastructure, in addition to water quality
- b. Proposed to add the irrigation system to their responsibilities as well
- c. They continue to operate a water quality management program
- d. It was reaffirmed that subcommittees need to meet the following considerations:
 - i. are a resource to the BOD
 - ii. that they need to have a clearly defined scope
 - iii. produce minutes of their meetings
 - iv. have all financial considerations taken to the BOD

5. Architectural Controls

- a. 5 homeowners didn't get approval
- b. Letters will be drafted to send out to these homeowners making them aware of the procedures and the consequences of possible reversal if other residents complain about their unapproved changes

6. Organizational Planning & Transition

- a. Pending Request for Proposals (RFP's)
 - i. Service providers will be walked around the neighborhood to be well informed about the scope of what they are bidding on
 - ii. Distances and areas will be provided to them
 - iii. Pricing will be sought both with the use of our equipment or without (using their own equipment)
- b. Continued discussion about the snow removal being done by someone from the community who is able to get to it in a timely manner, in order to maintain the level of service the community is used to.
- c. More flexibilities will be considered as we get pricing from service providers
- d. Questions around how often do we get bids and what term is each contract valid for

- e. Tendering bids
 - i. A protocol needs to be established
 - ii. Dollar limits need to be set for when we tender bids and when we can go ahead or continue with a single source
 - iii. A checklist needs to be created for procedures

- 7. Meeting adjourned at 9:55 pm,
Next meeting Tuesday, December 14, 2017 6:30pm at the Lakehouse with Mayor Larry Spilak, BOD meeting to follow

Respectfully submitted by Deena Cottingham, Secretary