

Lakeside Meadows Homeowners Association  
January 9, 2021 Board Meeting Minutes  
Conducted on Zoom due to Covid-19 restrictions

**Board members attending:**

**Households attending:**

The meeting was called to order by President Alan Steinberg at 2:07.

Representing the 19 households in attendance were: Jean & Doug Keen, Alan Steinberg & Barbara Heller, Melissa & Peter Stanz, Karen & Rich Southard, Barbara Wurster, Amy & Marc Suben, Chrissy Morrissey, Jerry Warren & Gracemarie Cirino, Rachel & Bryan White, Kitty & Phil DiMaio, Christine Wells, Yuki Namba & Melissa Duong, Nancy & Charlie Smith, Geneva & William Neeriemer, Skip Paschall & Rebecca Edwards, Randi Nadeau, Don Reece & Verdine Spicer, Nancy Detweiler, Walter Forehand & Ruth O'Donnell

**Approval of the Minutes**

Alan called for the approval of the Board meeting minutes from our last annual meeting. Walter Forehand motioned that the minutes be approved, seconded by Jean Keen and unanimously approved.

**Financial Report – Reported by Walter Forehand**

The complete financial report is attached.

There was little discussion regarding the proposed 2021 budget. Walter noted that although the proposed budget for 2021 showed a deficit, that small amount was due to some generous estimates for streetlights and common areas. It is anticipated that income will exceed expenditures as it usually does.

**Landscape Report – Reported by Nancy Detweiler**

Nancy indicated the following expenditures from the landscaping budget:

Mowing	\$1500
Tru-Green	700
Trimming bushes etc	500
Mulch	1000
Misc	500

Total expected expenditures    \$4000

Nancy asked that if anyone knows someone who would do light trimming and weeding to please forward the contact on to her.

**ARC Report – Reported by Verdine Spicer**

There were no requests to the ARC this past quarter

**New Business**

Use of Common Area:

There was discussion regarding Rebecca & Skip's informal inquiry as to whether people would be interested in building a greenhouse on the common space which would provide green leafy vegetables for the entire community. After initial installation, members of the community would volunteer to seed, water, and harvest the crop.

There was discussion as to whether the whole community would be involved in this project. That led to a further discussion as to whether the board could approve something that only some members participated in, and whether the funds would come from the HOA budget monies or be contributed by the interested members.

There was also a suggestion followed by a discussion about trees being planted in that area. It was decided that those who were willing to plant trees and care for them would not be discouraged from doing so, but the board would not make any judgements at this time regarding other uses of the common space other than to continue the current mowing of that area.

### **Election of new board members**

It was noted that the terms of Alan Steinberg and Jean Keen were ending. The assembly was asked if anyone would volunteer to be members of the board for the next 2 years. After some discussion about the role of officers, some people seemed willing to take on a new task. Ruth O'Donnell nominated Barbara Heller and Barbara Wurster to be members of the board. Gracemarie Cirino seconded, and the new members were unanimously approved.

The 2021 HOA board is as follows:

Yuki Namba

Walter Forehand – Treasurer

Verdine Spicer

Barbara Heller

Barbara Wurster

### **Adjournment**

Alan indicated that business was completed.

Gracemarie motioned and Barbara Heller seconded to close the meeting. The motion was approved by all and the meeting was adjourned at 3:15 PM.

### **A brief meeting of the new officers followed.**

Alan directed the members of the board to elect a new president.

Barbara Heller nominated Yuki Namba. Yuki accepted the nomination and was unanimously elected.

The current board of Lakeside Meadows HOA is as follows:

Yuki Namba - President

Walter Forehand – Treasurer

Verdine Spicer

Barbara Heller

Barbara Wurster

Gracemarie Cirino – Secretary (not a board member)

### **The meetings for the next year follow.**

Board meetings: April 27, June 29, October 26.

2022 Annual meeting will be on Saturday, January 8, at 2 pm

**The financial report is on the next page.**

## Lakeside Meadows Homeowners Association Proposed Budget 2021

Prepared by Walter Forehand HOA treasurer.

Income:  $25 \times \$330 = \$8,250$  (invoices to go out in January 2021)

Cash on Hand: \$17,533.52

### **2020 Expenditures** (versus budgeted): Balance carried into 2020: \$13707.08

- Administration: \$110.34 (\$500.00)
- Insurance: \$550.00 (\$600.00)
- Common Area: \$3,033.88 (\$4,500.00)
- Street Lights: \$1,054.32 (\$1,320.00)
- Storm Drain Maintenance: \$0 (\$1200.00)
- Professional: \$0 (\$500.00)

Total: \$4,748.54 (\$8,600.00)

### **Observations:**

The 2020 budget was (obviously) well above expenditures. On analysis, however, it was not quite so overstated as it might seem. We budgeted \$1200 for the (required) storm drain inspection, which as it turned out was not due until 2021. The \$500 for professional fees should perhaps be considered more of a "reserve reminder" than an expected expenditure.

Administration is likewise an "overstated reserve." This category generally covers postage and envelopes for mailing annual meeting notices and annual dues invoices, and in the past has included such items as fees for filing the amendments to the Declarations, which have not recur since our "start up"; hence, \$500 will usually be well over our needs, and again is more of a reminder that an expense may occur. The Street Lights contract is fixed and payment is withdrawn monthly as a draft on our account at \$96.67 each month. We need a "buffer" in case something should happen that would required the Association to fix it. Common Area maintenance is our greatest expense, composed of mowing and occasional work around the main entrance, though this year we did do a bit of fertilizing. Our present mowing company bills separately for the "street common areas" and the "meadow." If the Association were to decide on a change to the "meadow," then any Common Area budget would need to be modified. At any rate, while mowing is more or less fixed, subject to some change in the rate for 2021, the needs of the main entrance are maintenance do change from time to time, but unless we have a major problem, any expense over what has been customary should be small.

N.B.: Expenditures have consistently been less than income. Unless there is an unexpected major expense, we will continue to grow our cash on hand (or "reserve" if we wish to so label it).

### **Budget Proposals for 2021**

- Administration: \$75.00 (I will book the small cost related to the annual meeting in January)
- Insurance: \$600.00 (last year the bill was \$550)
- Common Area: \$4,750.00 (an increase to account for any unexpected expenses and for some possible additions to or needed replace of the present plantings and noting that the 2020 amount proved more than adequate)
- Professional Fees: \$0 (I propose we handle professional fees should they be needed directly from cash on hand)
- Street Lights: \$1,500.00 (a high amount, providing some leeway for the unexpected)
- Storm Drain Maintenance: \$1,500.00 (a high amount based on the estimate received from an inspector last year, but anticipating a possible increase in the cost. Note also, that if the drain needs to be cleaned, that expense should be handled separately out of cash on hand)

Total Proposed Expenditures: \$8,425.00

Expected Income: \$8,250.00

Proposed Expenditures do slightly exceed income, but there is a generous estimate for Street Lights and for Common Area, so we would anticipate that again income will exceed expenditures.