

**Lakeside Meadows Homeowners Association
03-31-2022 Special Meeting Minutes
Conducted on Zoom**

Board members attending: Yuki Namba, Barbara Heller, Rachel White, Bob Coleman, Walter Forehand (Treasurer- non-voting), Gracemarie Cirino (Secretary – non-voting).

Call to Order:

The meeting was called to order by President Yuki Namba.

New Truist Service Charge

Service charge is \$7.50/month. Walter will research options to eliminate service fee . He will get back to the board to make a decision regarding future banking business.

Truist Online Sign-In Issues

Change username and password to something more general. Will be explored after service charge issue has been solved.

* NOTE on another topic: Barbara H will contact Barbara W re: landscaping and costs

Street Light Autopay Reactivation

Barbara H will get information from Walter and Yuki about automatic Duke payments so that she can pursue updating the information.

Registered Agent Update (Currently Julia Book is Registered Agent)

What is a registered agent? S/he is the homeowners association's representative responsible for receiving and passing on to the HOA Board, all legal documents relating to the association. We will be changing the registered agent from Julia Book to Bob Coleman. For future reference – the papers designating the registered agent along with the necessary forms for changing the registered agent should be part of the package that the new HOA president receives. Also, Barbara H suggested that this be reviewed at each annual meeting so that entire association knows the name of the registered agent is and their responsibilities regarding the HOA.

Using Debit Card Tied to HOA Bank Account for Online Admin Fees

After Truist service charge options are made, use of a debit card will be explored.

Adjournment

Yuki indicated that business was completed.