

Lakeside Meadows Homeowners Association  
May 23, 2023 Meeting Minutes  
Conducted at 63 Brown Street

**Board members:** Attending: Bob Coleman, Verdine Spicer, Rachel White, Geneva Neeriemer, Melissa Stanz, Gracemarie Cirino (Secretary – non-voting). Barbara Wurster (Landscape Committee non-voting)  
Not attending: Martha Harney (Treasurer – non-voting)  
Guests: Jean Keen

**Call to Order:**

The meeting was called to order by President Bob Coleman at 7:02.

**Approval of annual meeting minutes**

Rachel motioned to accept the minutes, Geneva seconded, all approved.

**Agenda**

**Old Business**

Bob shared the research he has done on the drainage and lighting responsibilities of Lakeside Meadows. He shared those responsibilities with the board and made some financial recommendations (found in the financial report section)

- **Common areas** – A diagram of the 3 common areas talked about at this meeting has been posted on the website. Click [HERE](#) to view.
- **Storm Drains** – The storm drain agreement has been posted on the website. Click [HERE](#) to view.
  - Storm drain responsibilities in Brown St. right of way  
Once the street was given to the city, the city was, and is, responsible for the street maintenance and the storm drainage system maintenance.
  - Storm drain system maintenance responsibilities  
While the town is responsible for the storm drains, LSM is responsible for providing the inspection reports. (The board made a change in the budget to pay for these reports. See the Financial Report for more details)
  - Storm drain responsibilities in common area 3  
The city is not responsible for the storm drain on the left side and behind residence #71. LMHOA holds full responsibility for the maintenance of that storm drain. (The board has set up a reserve fund for possible future repairs of this storm drain. See the Financial Report for more details)
- **Streetlight system responsibilities** – The street light system agreement has been posted on the website. Click [HERE](#) to view.  
Duke Energy is responsible for the maintenance and repair of the 3 streetlights in our section of Brown Street. LMHOA is responsible for the cost of the power for that lighting.
- **Yearly tax return has been filed**  
Local CPA wanted \$750 to do taxes, which contain only a few numbers and many 0's. Bob and Martha handled it this year with help from former tax reports completed by our previous treasurer, Walter Foreman. Bob made the tax report available for the board to view. The board agreed that they are comfortable with this method for now but would like to add professional fees to the budget for future necessities.

- **Change of registered agent**

- Bob Coleman is currently listed on the State of North Carolina website as the registered agent with the state. He suggested that for the future it may be wise to list the treasurer as the registered agent as that position changes less frequently.
- It was agreed that the secretary should be informed as to how to make those changes in the future. Bob will research and provide information as to where and how those changes should be made so that they can be passed on from secretary to secretary as that position changes.

**ARC Committee Report** - Members: Verdine Spicer (#66), Randine Nadeau (#65), Mike Burgette (#46)

There have been no requests this quarter for ARC approvals.

A discussion ensued that it might be necessary to remind residents of which changes to their property need to have ARC approval. An email will be sent to residents as a reminder of the guidelines and that they are provided on the website. Click [HERE](#) for Standards and Guidelines, and [HERE](#) for the Fences Amendment.

### **Financial Report**

The financial report for the first quarter of the year is provided on the last page of these minutes for your information.

Quite a bit of discussion ensued regarding changes in the budget to provide for storm drain inspections, storm drain repairs, and possible future tax preparation needs. The results of those discussions are as follows.

- Geneva moved that \$500/year be set aside for storm drain inspections which occur every 3 years. \$1000 will be placed out of the current reserve to cover the past 2 years. Rachel seconded the motion and all approved.
- Rachel moved that an emergency general reserve be allocated (from the current reserve funds) to the amount of \$10,000 for any emergency funds that may occur, including repairs on the storm drains. Melissa seconded the motion, and all approved.
- Geneva made a motion that \$750 be added under professional fees per year for possible needs in this area including professional tax preparation. Rachel seconded the motion and all approved.

Given these changes, the budget for 2023 has been changed to what is listed below. Please note that these changes are not reflected in the 1<sup>st</sup> quarter budget listed on the last page.

	<u><b>Reserves</b></u>	<u><b>Budget</b></u>
Streetlights		1,500
Common Areas		4,750
Administration		150
Insurance		600
Professional Fees		750
Storm Drain Inspection		500
Reserves:		
Storm Drain Inspect. Reserve	1,000	
Emergency Reserve	10,000	
<b>Totals</b>	<b>11,000</b>	<b>8250</b>

**Landscape Committee Report** - Members: Barbara Wurster (#51), Martha Harney (#59), Jean Keen (#47))

- The costs for mowing, blowing, weed eating, fertilizing, and liming for the months of March, April and May come to \$815, with the third payment due on June 15. This total is as expected and is well within the budgeted amount. No other costs to date have accrued.
- The sprinkling hoses installed last spring to water the newest Leland Cypress have both sprung leaks. The board determined that new hoses should not be purchased at this time since their future use is unknown.
- One or two of the Flowering Viburnum at the lower Merrimon Ave. intersection were lost due to a traffic accident. The Committee will wait until the fall to determine if replacements are necessary.
- When, due to absence and illness, members of the Committee were unable to keep up with weeding common areas, volunteers were requested. Sharon, Melissa, and Don volunteered to help, and Yuki volunteered future help. Also, Peter agreed to keep an eye on and manage trimming of the bushes along lower Brown Street. The immediate need for assistance (April and May) has passed, however, considering that the community should not be relying solely on the Landscaping Committee to do weeding of the common areas, some research was done to see if there is some outside help available. Two sources were found, and the cost of the help was estimated at \$20/hour. The Committee was encouraged to make use of this help whenever they determine that it is necessary.
- It has been suggested by some residents that the grassy area, on the left of the entrance road and across from the new Cypress trees, might need some improvement. The board didn't think it was necessary but left the matter open for future consideration.
- Not all plants added last spring, mostly the ground cover, made it through the winter. The board left it up to the Landscaping Committee to decide if more plants are necessary in that area.
- Common Area 1 (meadow behind homes #45-51) is still being mowed at the cost of \$840 annually. 3 of the 4 residents who can see that area were at the meeting and would like it to be returned to nature. Discussion by the board brought the suggestion that that area be deeded to the residents whose yards it borders. That suggestion was discarded due to the legal complexities involved. The board decided to let the area return to nature and use the mowing funds for other landscaping needs. However, the paths used for access to that area will continue to be maintained.
- Verdine (#66) has been reimbursed for the water used for the new cypress trees. Given that watering may still be necessary, she will continue to be reimbursed as needed.

**Social Committee Report**

Several residents have inquired as to the weekly gathering of residents during warmer months (Sunday evenings beginning at 5:30). An email will be sent to residents saying that those gatherings will begin again on May 28 and will continue throughout the warmer weather. **without a coordinator**. That means that any residents interested in gathering should just gather. "If you happen to be the first there – stay a while - others will follow."

**New Business**

- After receiving concerns from some residents regarding the backyard odor from #64, Bob approached the residents. They were unaware of the situation and immediately set out to correct it. No odor has been detected since that time.

- Bob asked for a volunteer to host the July 25 meeting. Melissa volunteered. There was some discussion as to the possibility of using Zoom for interested board members or guests. Those present agreed that it could be considered for future meetings.

**Adjournment**

Bob indicated that business was completed.

Melissa motioned that the meeting be closed. Geneva seconded and all approved.

The meeting was adjourned at 8:30 PM.

\*\* Financial Report is on the next page.

**LAKESIDE MEADOWS HOMEOWNERS ASSOCIATION, INC.**

**1<sup>st</sup> Quarter Financial Report**

**January – April 2023**

**Initial Balance**                      \$   **16,250.71**

**1<sup>st</sup> Quarter Revenues**

2023 Assessments                \$   8,250.00

Other Income                      \$           -

Total Income                      \$   8,250.00

**Total Revenue**                      \$   24,500.71

**1<sup>st</sup> Quarter Expenses**

	<b><u>Budget</u></b>	<b><u>Actual</u></b>	<b><u>Variance</u></b>
Streetlights	1,500.00	293.32	1,206.68
Common Area	4,750.00	313.11	4,436.89
Administration	150.00	191.07	-41.07
Insurance	600.00	554.00	46.00
Professional Fees	0.00	0.00	0.00
Storm Drain Inspection	0.00	0.00	0.00
Reserve	0.00	0.00	0.00
<b>Totals</b>	<b>7,000.00</b>	<b>1,351.50</b>	<b>5,648.50</b>

**Total Expenditures**                \$   **1,351.50**

Income minus  
Expenditures                      \$   6,898.50

**Balance**                                \$   **23,149.21**