

BOARD MEETING MINUTES

December 13, 2022

Facilitator: Erik Matilla

Note Taker: Marcella Brown

Location: LVE Club House

Meeting called to order at: 5:00 PM (Erik Matilla)

Meeting Adjourned: 6:03 PM (Erik Matilla)

Attendees: Erik Matilla, Marcella Brown, Susan Kellermier, Eon Hiles and Andrew Davignon

Agenda Item: Past Meeting Minutes

Presenter: Marcella Brown

* Minutes from November/December will be reviewed when we meet on 1/10/23

STANDING AGENDA ITEMS

Agenda Item: Project Updates

Presenter: Erik Matilla

- **New Trees all planted and mulched
- ** Car Posts completed. Notices were delivered by Susan and Marcella before work began
- ** Flooring in the clubhouse has been completed. Many volunteers helped to make the clubhouse look beautiful. Thank you to all who helped
- ** Painting the cabinets and possibly the walls will be one of the next tasks projects for the clubhouse
- ** LVE-Office needs to be cleaned and organized
- ** Alex from – KT will work on getting quotes for the pond, pool, and the lawn

Agenda Item: Dog Poop Updates

Presenter: Erik Matilla

- ** Erik asked that co-owners please help us report any neighbor not cleaning behind their pet. LVE pays Dave to remove the waste, and this charge will be passed on to the co-owners' account.

Agenda Item: Financial Updates

Presenter: Andrew Davignon

Andrew passed out a copy of the Financial Controls Policy and reviewed how the Board will handle procedures for financial affairs

Maintenance requests under \$1,000 will be approved, any request greater than this amount will need board approval. Emergency requests will be handled immediately if possible

Alex from KT will try to get at least 2 or 3 bids on projects over \$5,000

LVE-Credit Card usage will be approved by the Erik Matilla and Andrew Davignon

Any maintenance request from a board member must be reviewed and approved by the entire board

Board member(s) will need to recuse themselves due to conflict of interests from a project if they stand to gain a profit.

The Budget Review and Financial Statement will be sent out the end of the year showing actual spending. If the amount is off by 25% or more, then we will setup a meeting to notify the community to explain what happened.

Lynne Rose asked if there were any discussions so far about reducing the dues. Andrew stated that we are reviewing our financial situation and will discuss in January. Alex with KT will post all financial statements to Town Sq once they have been reviewed and approved by the board.

Barb Sierra asked, "What is the most important thing regarding financials right now"? Andrew explained that the Financial Reserve is a 30-yr. projected report. The projection is 9 million dollars over the next 30-years. LVE-Board is currently reviewing ways to modify or adjust projects. Andrew gave examples of ways the LVE-Board has made modifications.

Susan Kellermier will take the lead on the By-Laws and Master Deed review process. Barb Sierra asked if there is a committee yet regarding the By-Laws. LVE-Board will be asking for community involvement. The Master Deed is straight forward, its' the By-Laws that are more complex.

New Agenda Items

Presenter: Erik Matilla

Erik will take the lead with the Public Relations Committee. They will work on updating the website that will contain information about the community, make financials available for all to see, and work on a Newsletter that will contain Block Captains, etc.

Alex- KT said that she can help with email blasts now if needed. LVE- will make sure Everyone stays informed.

Open Community Discussion

Erik mentioned that we are having some issues with co-owners and their guests parking In reserved spots. A letter will go out to all co-owners.

Erik also reminded everyone that all complaints need to be called into KT. That way it is Documented through KT.

Good and Welfare

Community members were thanked for assisting with projects (names)

Board approved allowing Eon to receive \$30 for gas due to a return of un-used flooring Material. This will be credited back to LVE-Account.