

Lake Forest Glen Homeowners Association
Regular Meeting of the Board of Directors
June 22, 2013 8:30 a.m.
Held at Lake Forest Glen Association Office
3101 Lake Forest Road
Tahoe City, California 96145

MINUTES

CALL TO ORDER BY - President, Mark Pierpoint at 8:30 a.m. A quorum was established with seven directors. Directors present were, Nikki Aronhalt, Jim Cochrane, Brian Kane, Alan Nelson, Doug O'Neal, and Mike Robinson (by phone). Staff present was Alan Miescke, General Manager and Carol Rainville, Administrative Assistant.

1. APPROVAL OF REGULAR MEETING MINUTES – Jim Cochrane made a motion to approve the minutes of April 20, 2013. Brian Kane seconded the motion. The motion was passed by a vote of 5 directors. Doug O'Neal and Brian Kane abstained.

2. HOMEOWNER HEARINGS/CORRESPONDENCE

1. The request to add windows to Unit 173 was discussed in length with input from the board members and two homeowners. The board would like to do diligence on this topic and come back with a possible plan. There is a lot to consider and the board needs more time. The board asked Alan Miescke to send the homeowner an interim note to explain the implications and let him know he will need a full engineering study and that there will be indemnification fees.

3. MANAGER'S REPORT

A. Action List – 4/20/13

1. Alan Miescke will look for another source for sealing asphalt knowledge. See #12
2. Alan will survey the number of units that need new GFCI's. Done
3. Alan will get bids on box and GFCI. Used flat covers – Discussed with Steve & Mark. Contractor price \$40/Unit total labor and materials. All work completed 5/20/13.
4. Alan will continue to do research on spas for the family pool. This topic will be put on the Annual Meeting Agenda. Done
5. Alan will get bids and contractors for brick and concrete work. Not done yet, leave on agenda. Alan will check with local mason Ken Saling.
6. Alan will email Fong to get advice on what leverage the association has to motivate homeowners to get their electrical panels completed by July 1, 2013. We will wait; we have had a great response from homeowners. About 49 units left to be completed.
7. Alan will call Charter to see what it will take to get internet to every unit and bundling. He will also contact ATT about phone service. Carol talked to Alejandra Trujillo who works for Charter and she will get back to us about internet to every unit. She gave us flyer that shows bundling prices. Carol will follow up. Alan will also talk to AT&T
8. Alan will notify homeowners about tree removal and Talk to Keeler Tree service about completing all the work this year. Two trees have been take down as of 6/13.

9. Alan will email Fong to clarify quorum rules. Done.
10. Alan will check the condominium bluebook for the guidelines when donating. The board decided they will vote on whom to give donations to from the Association. The rules are vague in the Bluebook and not too specific In Sterling-Davis. Looked at a HOA service called Community 123.com where people had several different experiences with donations and they suggested checking our CC&R's. Board to give Alan direction. Mark and Alan Miescke will work on an outline to be evenly handed with donations. This topic will be presented at the annual meeting.
11. Alan will mention the window fund time refrain at the annual meeting. He will work on the right approach to address the homeowners about this topic. Done
12. Alan Nelson will talk to UNR about options for sealing asphalt. He will provide option information. *Done, thank you Alan Nelson.* Alan Miescke will follow up in 3 years; this topic was put on Key projects as a reminder.
13. Carol will mail/deliver written response to the tenants with fines and let them know the board's decision. - Done
14. Carol will contact homeowners with no email on file. Done
15. Carol will put explanation of reducing expenditures topic on the annual meeting agenda. Alan Miescke and others will submit information for this. Done
16. All board members will come up with ideas and questions for the homeowner facility questionnaire and email Mark.
17. Mark will gather the ideas for the questionnaire and bring them to next meeting.
18. Jim Cochrane will Talked to two other HOA's on bundling TV, Internet and Phone service. Discussed at meeting. Jim found out that the homeowners at St. Francis Condominiums are on their own for these services. Gatehouse HOA in Saratoga, California has a basic rate from the provider for TV and this cost is added to homeowner's dues. Any extras are billed directly to the homeowner. To be continued.
19. Doug O'Neal needs to submit an updated committee list by the next meeting. – Done Doug informs the board that Jim Cochrane is now a committee member. Doug also provided the board with information about the committee's accomplishments and its charter statement.
20. Doug O'Neal will meet with his committee about homeowner's request to approve a glass door for the back door and report back by the next meeting. To be discussed at June 22 meeting. As the discussion evolved Doug shared his committee's opinions on the proposed door. The committee suggests that the request for a glass back door can be meet through the already approved storm door to allow for more light in the units. The committee says no to the request for a full glass door with frame. The board agreed that the back door needs to be treated independently from other doors within the units and asks the committee to research an alternate door for the back entry that is half glass. The board said thank you to Doug and his committee for their work!

B. OLD BUSINESS - None

C. NEW BUSINESS

1. FYI youtube Video www.youtube.com/watch?v=6WOb_NqzJxw provided by Alan Nelson – this was following up on smoke and CO2 detectors. No action.

4. COMMITTEE REPORTS - None

5. INFRACTION REPORT

The board reviewed and discussed the report.

6. LEGAL - None

7. ACCOUNTING

- a. April 2013 Financials – Mike Robinson said the April financials look fine.
- b. May 2013 Financials – The GFCI were paid by the association with the Charter money. Mike and Alan Miescke will work on the 2014 budget figures in the next week. The final numbers will be sent to the board through email for their approval.

The audit was completed and the final audit was mailed to the homeowners.

- c. Delinquency Report – Looks great. There is presently a very low number of delinquent units. Alan will call the owner of the unit with outstanding balance and explain the small claims procedure and how action will have to be taken if we do not receive payment.
- d. Delinquency Tracking Graph - Reviewed
- e. Dues Analysis Report Graph - Reviewed
- f. Final Audit Discussion – The final audit has been completed and the board members were emailed the final report for their review.

8. Website – Updated June 10, 2013

9. BOARD MEMBER’S COMMENTS / REQUESTS / NON-AGENDA ITEMS

Brian Kane explained that he along with another homeowner was not happy with Root Electric’s service and wanted to make the board aware of what he called shoddy work. The work has been rectified. There were some assumptions made miscommunication. Brian’s point is well taken.

10. EXECUTIVE SESSION –Unit 177 Escrow - The board discussed the escrow issue and advised.

The meeting was adjourned at 11:15 AM.

The next meeting will be September 7, 2013