

Time	Duration	Agenda Item	Lead	Action Taken
08:30	5 mins	Meeting to order	Mark	Review attendance, establish quorum, overview of meeting
08:35	5 mins	Approval of minutes: Minutes 01/23/2021	All	<a href="#">Minutes 01/23/2021</a>
08:40	10 mins	Homeowner Hearing/Correspondence: <ul style="list-style-type: none"> <li>Three (3) Homeowner emails</li> </ul>	Mark	Determine actions and response needed: <ul style="list-style-type: none"> <li><a href="#">Homeowner email 1</a></li> <li><a href="#">Homeowner email 2</a></li> <li><a href="#">Homeowner email 3</a> <ul style="list-style-type: none"> <li><a href="#">Bluebook Section G 2</a></li> <li><a href="#">Civil Code 4760</a></li> </ul> </li> </ul>
08:50	25 mins	<p><u>Actions from last meeting:</u></p> <ul style="list-style-type: none"> <li><b>11/14/2021 Minutes corrected. (Joslynn)</b></li> <li><b>Surveillance Research (Alan M.):</b> Contact law enforcement to see what actions can be taken if an outside person is using HOA dumpsters and is caught on tape? What is legal requirement for having surveillance? How to maintain camera/wi-fi?</li> <li><b>Signage (Sari, Jessica, Helen, Alan M.):</b> Dumpster sign maintenance, contact company to replace worn signs. Additional sign suggestions</li> <li><b>Homeowner Expertise (Jim):</b> Ask Jeff Sealy to come to next board meeting to provide expertise on ADA work.</li> <li><b>ADA Project Estimates/Plan (Alan M):</b> Get estimates for ADA work and plan for rolling out work in phases/stages. Once we have estimates/plan the board can review.</li> <li><b>Update Board Meeting Dates (Joslynn):</b> on website and cork-board outside office.</li> <li><b>Notification of Board Meetings (Joslynn):</b> check “Open Meeting Act” and compare to our existing member notifications.</li> <li><b>Email notice of Meeting w/Agenda (Joslynn):</b> Add link to Agenda in the email reminder of the board meeting. Add Meeting Date/Time/Agenda link to message on Dues Statements (with next Dues statement send calendar of meeting dates).</li> </ul>		<p><u>Update status on actions:</u> Corrected and added to lfghoa.com</p> <p>See <a href="#">attachment/notice</a> regarding the penal code 647, summarized in the Davis-Stirling statement. Alan talked with Detective Brent DeuPree. In short, he said if we have solid “proof” including time/date stamped photos, etc., the dept will prosecute as a misdemeanor with the District Attorney.</p> <p>Discuss <a href="#">Sign suggestions</a> Alan says important messages are:</p> <ol style="list-style-type: none"> <li>1. Take Trash back or find another dumpster.</li> <li>2. Latch tightly after dumping.</li> <li>3. Separate &amp; Flatten cardboard.</li> </ol> <p>Jim advised Jeff will be able to speak at meeting.</p> <p>Alan talked with ADA they both agreed need to wait until snow breaks off before they can provide estimates.</p> <p>Done – <a href="#">Attached</a></p> <p>Actions comply with “<a href="#">Open Meeting Act</a>”. Notifications can be found on:</p> <ol style="list-style-type: none"> <li>1. Website at lfghoa.com</li> <li>2. Bulletin Board outside office</li> <li>3. Message on Dues Statement</li> <li>4. 1-time mail/email of Calendar of ALL dates</li> </ol> <p>Email reminder of meeting will be sent Monday prior to meeting. Dues statements to be Sent around the 20<sup>th</sup> of the month with next month’s meeting date and lfghoa.com link.</p>

		<ul style="list-style-type: none"> <li>• <b>Architectural Standard &amp; Change Request (Alan M., Doug):</b> Update architectural standards and change request form.</li> <li>• <b>Update Committee Members (ALL Committee Chairs):</b> Each individual chairperson to provide updated committee members list to office (to update on website).</li> <li>• <b>Architectural Committee Plan (Doug):</b> To provide feedback within 3 weeks of January board meeting to Mark.</li> </ul>		<p>Work in progress</p> <p>Received list From Pool Committee</p>
09:15	5 min	<p><b>OLD BUSINESS</b></p> <ul style="list-style-type: none"> <li>• External Paint update</li> </ul>	Alan M	<a href="#">External Paint update</a>
09:20	5 min	<p><b>NEW BUSINESS</b></p> <ul style="list-style-type: none"> <li>• Review of LFG HOA 2020 achievements (Sari)</li> <li>• Discussion of needs for LFG HOA governance document changes and process changes. (Sari)</li> </ul>	Sari	
09:25	5 mins	<p>Committee Reports:</p> <ul style="list-style-type: none"> <li>• Pool Committee Meeting 2/7/2021</li> </ul>	Josette	Status, needs, expectations & <a href="#">volunteers Minutes</a>
10:30	5 mins	<p>Financials: Action Item – Clarify A/G Report</p> <ul style="list-style-type: none"> <li>• December Financial reports</li> <li>• A/R aging summary ACH question (Alan M)</li> </ul>	Jason	<p>Review, questions and actions</p> <p><a href="#">Clarification - A/G Report</a></p> <p><a href="#">December Report</a> (Attached)</p> <p>Aging report email to board for privacy reasons</p>
10:35	5 mins	<p>Open session (as needed):</p> <ul style="list-style-type: none"> <li>• Board future topics/non-agenda items</li> <li>• Member comments</li> </ul>	Mark	Request future board meeting topics. Allow for attending member to speak
10:40	10 mins	Executive Session (if needed)		
10:50		Meeting adjourn	Mark	