

Lake Forest Glen Homeowners Association Board Meeting *AGENDA* Saturday, May 22, 2021
Virtual Zoom Meeting

Time	Duration	Agenda Item	Lead	Purpose
08:30	5 mins	Meeting to order	Mark	Review attendance, establish quorum, overview of meeting
08:35	5 mins	Approval of minutes: 4/17/2021 Meeting Minutes (Pages 4-8)	All	
08:40	5 mins	Homeowner Hearing/Correspondence: Email #1 – Units 70+71 Fence (Pages 9-11)	Board	<ul style="list-style-type: none"> Discussion
08:45	20 mins	Actions from last meeting: <ul style="list-style-type: none"> Final Minutes 3/20/2021 3/17/2021 Homeowner Emails Create/update/clarify “<u>Electronic Consent or Opt-out form</u>” (Office). ADA Compliance – Law perspective (Alan M): Talk to Fong (lawyer) about potential lawsuits. Updating Governing docs (Alan M): Reach out to legal counsel, Richard Fong to see what he recommends regarding CCR’s and By-Laws to be updated per the new laws. What would it take to make changes and what would be the cost? Could addendums be added to current documents? Dumpster Sign (Joslynn, Alan M): List of CCR & By-Law actions to address (Board): Find the CCR’s and By-Laws on the website, so everyone is looking at the 		Update status on actions: <ul style="list-style-type: none"> Posted to site, no further action. Responded. Legal responded, “The proposed Communication Consent Form looks good and is approved with respect to legal content.” Office sent by mail to all homeowners with stamped return envelope. Legal Response, “ADA compliance is determined upon actual conditions, not the recognition of shortcomings and the intention of addressing them at a later date. If memory serves me correctly the minimum penalty for each ADA violation is \$4,000 and the claimant’s attorney fees. Unfortunately there are claimants and attorneys who make a living filing hundreds of claims each year. Typically ADA claims are NOT covered by an HOA’s liability insurance. My recommendation is to begin addressing ADA shortcomings as soon as possible. If the dangers to the disabled are about equal, I would suggest addressing the violation that cost the least amount of money to correct first. Legal Responded, Updating LFG’s governing documents should take the form of a restatement rather than an amendment. Restating would be much more cost efficient than deleting and adding provisions due to the age of the documents and the number of changes to the laws governing HOA since they were created. The emphasis would be directed to the CC&Rs. Typically By-Laws and Articles of Incorporation require few if any changes. Our base fee for reviewing/restating CC&Rs and reviewing/amending if necessary By-Laws and Articles of Incorporation is \$6,000. If members are involved other than voting approval/disapproval of the proposed documents the cost increases based upon the time expended in processing member input and our \$350.00 hourly rate. Attached to dumpsters. No further action. Discussion

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		<p>same ones. Send lists of needed updates/corrections for non-legal items to address in the governing documents (e.g. typos etc.) – Attachments (Pages 12-13). Discussion next Agenda</p> <ul style="list-style-type: none"> • Rules & Regs Committee (Alan N): Committee to meet to review consistency of Rules & Regs with our governing docs. Attachments (Pages 14-15). • Architectural Approval Process (Jim): Flow chart of approval process. • (Jim) ADA info: Send to Alan M • Light phase 2: Begin to research. • Review specific lights w/Homeowner (Alan M): Schedule meeting with Cathryn. 		<ul style="list-style-type: none"> • Discussion • Jim to discuss. • Jim to discuss. • Update • Homeowner did not contact Alan M.
09:05	15 mins	<p>Old Business:</p> <ul style="list-style-type: none"> • Paint Color • ADA Project Monthly Report (Alan M): Provide updates at next board meeting regarding Estimates/Plan. • BOD Code of Ethics (Board): Review & send feedback to Office/Mark by April 30th. <ul style="list-style-type: none"> ○ Conducting Board business outside of a Board or authorized Committee meeting 	Alan M	<ul style="list-style-type: none"> • Board email discussion determined to move forward with painting cycle as is and research possible color change (design) prior to next painting cycle to allow for research and budgeting. • Discussion • Discussion • Discussion
09:20	25 min	<p>New Business:</p> <ul style="list-style-type: none"> • “Code of Ethics – Directors to adopt the previously discussed and circulated code” <ul style="list-style-type: none"> ○ Conducting Board business outside of a Board or authorized Committee meeting • “Pool Opening Update - Minutes attached (Pages 16-17). *Emails re: pool opening (Pages 18-19). • “Communication with homeowners and board member responsibilities” 	Mark	
09:45	10 mins	<p>Committee Reports:</p> <p>Pool Committee:</p> <ol style="list-style-type: none"> 1. Tennis Practice Board (Page 20). <p>Admin Committee: GM Retirement update</p> <p>Vision Committee (Sari): Sari to provide zoom link so Joslynn can post to website.</p>	<p>Alan M</p> <p>Mark</p> <p>Sari</p>	<ul style="list-style-type: none"> • Done • Request for volunteers was sent out, received a few responses. Further discussion/updates as needed. • Not received. Link gets sent as Calendar invite to those that request to join.
9:55	10 mins	<p>Financials:</p> <ul style="list-style-type: none"> • March Financials (Pages 21-24) • March Aging Report [emailed to Board for privacy] 	Jason	

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		<ul style="list-style-type: none"> Resolution to Accept Audit [emailed to the Board (all homeowners should have received by mail/email)] 		
10:05	10 mins	Open session: <ul style="list-style-type: none"> Board future topics/non-agenda items Member comments 	Mark	
10:15	10 mins	Executive Session (if needed) <ul style="list-style-type: none"> Executive session topics 	Mark	
10:15		Meeting adjourn	Mark	