

Lake Forest Glen Homeowners Association

General HOA Board Meeting

8:00 am Saturday, October 12, 2024 (in office & via teleconference)

Board Members Present: Mark Pierpoint – President, Alan Nelson - Vice President, Jason Kary – Treasurer, and Stephanie Caronna – Secretary. Directors: Doug O’Neal, Barbara Schoen, Jim Cochrane, Linda Meckel

Board Members Absent: Kevin Morrison

Homeowners present: Leland (Josh) Ledger (#54), Roxy Hargrove (#142), Bill Schoen (#105), Rosalinda Wildhaber (#19)

HOA Staff: Keith Larsen, Kierstin Slusher

Call to Order: The General HOA Board meeting was called to order by M. Pierpoint at 8:00am. Quorum established.

Summary of Discussion Points

Approval of Sept. meeting minutes

- Motion to Approve: D. O’Neal; seconded J Cochrane; Board approved.

Next Actions

- Post minutes to website

Homeowner Correspondence and Hearings

Correspondence

- Homeowner correspondence from Sept 7-Oct 3, totaled 68 emails. Key topic continues to be issues/questions re: Spectrum followed by Pool key not working, general inquiries and defensible space.

- Homeowner correspondence that still has open items continue to be addressed. Future meetings to include information on all emails including ACH, external or vendor correspondence, etc.

Reports

Monthly financial review

- Aug YTD: \$2M in reserves, Revenue 70%, Expense 72% YTD as expected – will spend \$1M in 2024
- Gained access to Liberty account online. J. Kary in contact with Liberty for added account detail
- El Dorado Banck account closed. \$130K shifted to Plumas.
- 2023 Annual Audit: ongoing with progress in September. Close to completion
- Taxes: HOA owes tax on Reserve account earnings. CA taxes have been paid. Fed taxes electronic payment due 10/15. Tax filing for 2024 in April. Corrective action in 2025 will result in HOA managing taxes in the April time frame.

- Payroll is no longer offered by QuickBooks. Shifting to ADP, which offers direct deposit, may result in cost savings. Continued oversight around hours submitted to ADP
- Looking at Timekeeping Option provided through ADP

Insurance

- Ballots mailed to Homeowners following August Insurance Meeting.
- Insurance Inspector to be sent out for property inspection. Electrical meter units have been updated. HOA borrowed \$400K from reserve to pay insurance premiums. Vast majority of insurance costs are property coverage \$439K. Liability is \$35K
- Ballots due Oct. 31 and will be counted in Nov. Board meeting.

Manager's Administrative Report

HOA Administrative Items

- M. Pierpoint welcome and introduction of Kierstin Slusher as the new LFGHOA Office Manager.
- Corporate Transparency Act - New requirement for HOA Board Members to register with the US Department of the Treasury as Beneficial Owners.
- Defensible space: The HOA does not have any deadlines and not tied to a timeline. However, Short Term Rentals (STRs) are being held to Placer County deadline of Nov. 30 to receive approval for their STR license.
 - There are 50 STR Permits issued to LFGHOA Units.
 - HOA has hired vendors to help complete defensible space work for STR's.
 - STR inspection with NTFD scheduled on Nov. 6th
- M. Pierpoint collected information and copies of board member ID to submit the required report for LFGGOA

Committee Reports

Architectural Committee

- D. O'Neal provided sample of approved heat tape for gutters and proposed ARC Standard for gutters.
- Discussion and proposal for ARC Standard related to AC Units.
- D. O'Neal motion to approve ARC Standard for gutters and AC units as presented to the BOD; A. Nelson second; L. Meckel, nay. Approved 7:1
- Circle back with ARC Committee.
- Further AC discussion at Nov. BOD meeting

Spectrum Update

- Wiring being completed on unit #115 block

Open Forum (Homeowners)

- Josh Ledger asked about insurance
- Email slide deck from insurance meeting to Josh

M. Pierpoint made a motion to adjourn the Open Session at 9:16 am. Second by J. Cochrane. Motion passed and meeting adjourned to Executive Session.

Executive Session AR and Employee discussion.

M. Pierpoint made a motion to adjourn the meeting at 9:22 am. Second by J. Cochrane. Motion passed and the meeting adjourned.

DRAFT