

## Lakes at Oakmont (LAO) Homes Association

### 18 April 2012 Board of Director's Business Meeting Minutes

- 1) **Meeting commenced** - 6:30 PM, Wednesday, 18 April 2012 - "Pizza Shoppe" restaurant, Platte City. This was an emergency meeting due to the lack of a quorum the prior week on the scheduled day (12 April).
  - a) Attendance:
    - Board Members
      - (1) Present: Cindy Noble, Sue Palm, Scott Tessmer, Dave Huffman
      - (2) Not in attendance: Bob Beckel
    - Guests: none in attendance (all meetings are open to LAO residents)
  - b) Next Board meeting: Now through 30 June, the board will hold more frequent meetings due to the amount of work required.
    - Monthly meetings have been changed to Wednesdays; which Wed of the month will be determined later this summer.
    - The board will meet to go through old files at the storage facility in Tracy, Locker G-3 at 6:30 PM Wednesday, 25 April 2012.
    - The board will meet on 2 May to conduct regular business at the Pizza Shoppe, 6:30 PM.
    - Minutes are posted on the Lakes of Oakmont website, <http://lakes-at-oakmont.com>
- 2) **Bills.**
  - a) The mowing bill was unanimously approved.
  - b) The electric bill has been set up for automatic payments.
  - c) The water bill must be paid manually, monthly.
  - d) Issues still reside with dues payments from foreclosed properties.
  - e) The board decided to find replacements for the fountain maintainer and the bookkeeper due to issues related to liability insurance.
  - f) Three board members will be signatories for the checkbook (Huffman, Tessmer, and Palm).
  - g) All bills will be brought to the board meetings to attain two signatures on all checks.
- 3) **New Business:**
  - a) The board reviewed a summary of the liability insurance provided by Cindy Noble from the 12 April meeting that did not achieve a quorum.
  - b) The board reviewed the recommendations from the erosion survey conducted by a U.S. Department of Agriculture agent and summarized by Stephen Noble (homeowner) under direction from the board. Mr. Noble volunteered his time and effort.
  - c) The board reviewed a list of draft tasks that the board is responsible for and began dividing up the duties listed. More decisions are required in this area.
- 4) **Action Items:** The following actions are to be taken by the board members:
  - a) **Scott Tessmer:**

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- Take responsibility for all monitoring and attaining bids and contracts for Lawn Maintenance.
- Pay the mowing bill, develop a formal contract with the mowing company and attain a certificate of insurance from the company. Proof of workman's comp is only required for companies with employees.
- Get an estimate from the current CPA regarding regular bookkeeping responsibilities.
- Collect the memory stick that has the current year taxes.
- Check on a sign for no dumping to put near the burn pits.
- Contact a resident builder for relocating the dumped items in the burn pit.
- Schedule an information presentation from the LAO lawyer.

**b) Cindy Noble:**

- Take responsibility for lake health (erosion and water quality), monitoring, attaining bids and contracts.
- Take over meeting minutes from Scott.
- Call the bookkeeper, discuss insurance issues and retrieve the LAO laptop.
- Get estimate for restoring electricity to the silt pond and air pumps while continuing to get estimates on the critical erosion issues related to the lake.
- Develop an action plan for the board with regard to covenant violations.

**c) Dave Huffman:**

- Contact the current fountain maintainer and inform them of the change in policy. The fountain will now be rolled up in the Lake Health responsibilities.
- Dave will get the parts for the air pumps and provide to Cindy for upcoming maintenance contracts.
- Take responsibility for all monitoring and attaining bids and contracts for Trail Maintenance.
- Dave will get the keys to the aerator boxes and provide to Cindy for the upcoming maintenance contracts.

**d) Sue Palm:**

- Sue will maintain all key and important files for the board. A start at this effort is cleaning out the files in the storage facility on 25 April.

**e) Other responsibilities yet to be distributed among board members includes: DRC Actions, Handling issues and complaints, and board purchases such as stamps, paper, etc.**

**5) Meeting adjourned at 8:00 pm.**

Cindy Noble  
LAO HOA Board Member