

Lakes at Oakmont (LAO) Homes Association

2 May 2012 Board of Director's Business Meeting Minutes

- 1) Meeting commenced - 6:30 PM, Wednesday, 2 May 2012 - "Pizza Shoppe" restaurant, Platte City.
 - a) Attendance:
 - Board Members
 - (1) Present: Cindy Noble, Sue Palm, Scott Tessmer, Bob Beckel
 - (2) Not in attendance: Dave Huffman
 - Guests: none in attendance (all meetings are open to LAO residents)
 - b) Next Board meeting: Monday, 21 May, 6:30 PM at the Platte City Library.
 - Monthly meetings have been changed to the 3rd Wednesdays of each month; the Monday meeting was scheduled due to availability of board members and the need to address erosion issues.
 - Minutes are posted on the Lakes of Oakmont website, <http://lakes-at-oakmont.com>
- 2) Bills.
 - a) The electric bill has been set up for automatic payments.
 - b) The water bill must be paid manually, monthly.
 - c) Issues still reside with dues payments from foreclosed properties.
 - d) Three board members will be signatories for the checkbook (Huffman, Tessmer, and Palm).
 - e) All bills will be brought to the board meetings to attain two signatures on all checks.
- 3) **Old Business.**
 - a) Stephen Noble continues to volunteer his time and effort at the direction of the board to attain bids for 1) resolving erosion problem; 2) re-establishing a fountain for year-round use with less problems and supporting maintenance, and 3) fixing the lakes' aerators to functioning condition out of the flood plain with supporting maintenance.
 - b) No workman's comp is required if the contracted company does not have employees beyond the owner(s). Scott is still working the contract for our lawn maintenance.
 - c) Scott will get an estimate from the current CPA regarding regular bookkeeping responsibilities.
 - d) Issues still exist with the Island on 126th street. Dave was to talk to the local representative to the Platte City Road District to find out how to resolve the issue of cars hitting the island. Signs or paint may be required.
 - e) Dave Huffman was to check with the Boy Scouts to support clean-up day on 2 June.
 - f) Bob will work with the DRC to operate it in accordance with the covenants.
 - g) Cindy checked with developers and prior board members to try and find old LAO Christmas decorations. Location is not known.
 - h) Cindy still needs to develop the recommended actions for the covenant violations.
 - i) Scott has collected the memory stick that has the current year taxes; he will provide to Cindy with the LAO laptop.
 - j) Scott is still checking 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, and schedule an information presentation from the LAO lawyer.
 - k) Dave was to contact the small dock homeowner and explain that due to insurance, the dock maintenance and upkeep will be taken over by the board.

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- l) Sue volunteered, during the 26 April storage cleanup meeting, to purchase water for the 2 June cleanup. She will provide a receipt for reimbursement.

4) **New Business:**

- a) A motion was made to dissolve the Lake Committee due to the extensive work being done to establish the long-term plan for lake erosion and maintenance. Motion was approved by the board. Lake Committee records and parts were turned in. We thank Dennis Collins for his years of dedication and support.
- b) Bob Beckel will research a new letterhead for the association. His daughter will provide community service by getting a head start on lake clean-up.
- c) Bob Beckel will take responsibility for Landscaping maintenance, bids and contracts as needed.
- d) Cindy will develop an Insurance information paper for the LAO website.
- e) Scott will attain the LAO laptop and provide to Cindy with the financial files. The laptop will be used to store the financial records, as well as used to write minutes and post minutes at the end of each meeting.
- f) Scott was going to check on a contract for annual dues billing.
- g) Bob Beckel will check on where to find replacement mail box posts.
- h) Scott and Sue will have the mail box re-keyed and get 2 mailbox keys.
- i) Sue will begin picking up the mail.
- j) Sue will reserve locations for the upcoming meetings.
- k) Bob will begin drafting a flyer for community distribution, focusing on covenant enforcement and DRC related issues.
- l) The board agreed to start developing continuity books for the key responsibility areas. More detail will be discussed at the next meeting.

5) **RESPONSIBILITIES**

a) **Scott Tessmer:**

- Lawn Maintenance: monitoring, attaining bids, contracts.
- Maintains checkbook and leads the bill payment for "checks and balances."

b) **Cindy Noble:**

- Lake Health Maintenance (erosion and water quality): monitoring, attaining bids and contracts.
- LAO Minutes.
- Bookkeeping – separate from the checkbook for "checks and balances."

c) **Dave Huffman:**

- Trail Maintenance: monitoring, attaining bids, contracts.

d) **Sue Palm:**

- Maintain all key and important files for the board.
- Collect mail (dues and bills) for "checks and balances."

e) **Bob Beckel:**

- Landscaping Maintenance: monitoring, attaining bids, contracts.

- f) Other key responsibilities yet to be distributed among board members includes: DRC Actions, Handling issues and complaints, and sprinkler maintenance.

6) **Meeting adjourned at 8:15**