

# LAKESHORE COMMUNITY ASSOCIATION

## BOARD OF DIRECTORS MEETING THURSDAY, SEPTEMBER 22, 2016 WESTLAKE CITY HALL, COMMUNITY ROOM

### MINUTES

The Board of Directors Meeting of the membership was called to order at 5:37 p.m. at Westlake City Hall.

### PRESENT AND FORMING A QUORUM

Michael Foore, Ann Nelson, Richard Donohue and Sandy Olsen.

### OTHERS PRESENT

Tish Matthews, Association Manager, The Emmons Company  
Michele Brooks, Recording Secretary, The Emmons Company  
3 Members

### MINUTES

The minutes of the August 25, 2016 Board of Directors Meeting were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Sandy Olsen and passed unanimously.

The minutes of the August 25, 2016 Executive Session for legal and contracts were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Sandy Olsen and passed unanimously.

The minutes of the August 30, 2016 Executive Session for legal and contracts were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Sandy Olsen and passed unanimously.

### FINANCIALS

Michael Foore presented the August 2016 monthly financial statements. Total cash-on-hand as of 8/31/16 was \$2,768,023.42. Michael Foore motioned to accept the August 2016 financial statement as presented. Richard Donohue seconded the motion and the motion was passed unanimously.

The delinquency report was reviewed. Michael Foore motioned to send an intent to lien to Lot #3801 if \$800 is not received by 9/23/16. Richard Donohue seconded the motion and the motion passed unanimously. Richard Donohue motioned to send an intent to lien to Lot #3301. Sandy Olsen seconded and the motion passed unanimously.

Dock delinquencies were reviewed. Management to send an email advising of the delinquency dates.

### PRESIDENT'S REPORT

Michael Foore presented the president's report. The CAI Community Fair will be held Thursday, 9/29/16. Current projects include docks and non-owner occupied properties.

### MANAGEMENT REPORT

Tish Matthews presented the management report. Future status reports to include dock loan balances, non-owner occupied properties, root damage updates, possibly making common areas designated as "non-smoking".

# LAKESHORE COMMUNITY ASSOCIATION

## **ARCHITECTURAL COMMITTEE**

Richard Donohue provided a summary of the architectural committee meeting. Richard Donohue motioned to approve architectural rule 3.16 as revised. Ann Nelson seconded and the motion was passed unanimously. Richard Donohue motioned to approve revisions to architectural rules section 4, Patio & Garden Rules and Appendix C to Rule 4.6 Artificial turf. Sandy Olsen seconded and the motion was passed unanimously.

## **LANDSCAPE COMMITTEE**

Sandy Olsen provided the landscape committee update. Discussion regarding rodent control tabled to next board meeting. The next landscape committee meeting will be on October 20 and the landscape walk thru on 10/19.

## **TREE COMMITTEE**

The next tree committee meeting is scheduled for Saturday, September 24.

## **POOL COMMITTEE**

Jaye Oliver presented the pool committee report. A pool “walk” will be performed this winter to assess all three pools.

## **DOCKS AND WLMA**

Bill Kneble provided a dock and WLMA update.

## **GOODWILL AMBASSADOR**

The Goodwill Ambassador was not present.

## **GARAGE SALE**

The community garage sale is scheduled for October 22 & 23.

## **NEW BUSINESS**

- Proposal from Pacific Construction to paint and cap wood posts at beach area and connect iron rail in the amount of \$3,900 was reviewed. Tabled pending additional bids.
- Wayne Nakamura Wrought Iron for pool gate maintenance and installation of wire mesh in the amount of \$5,635 was reviewed and tabled pending additional information.
- Proposal from Slade Landscape for demo, prep and install at 32177 Sailview in the amount of \$2,770 was reviewed. Richard Donohue motioned to approve the proposal as submitted. Ann Nelson seconded the motion and it passed unanimously.
- Proposal from Slade Landscape for removal of ivy and install of African Daisies at 32142 Lakemeadow in the amount of \$1,250 was reviewed. Richard Donohue motioned to approve the proposal as submitted. Sandy Olsen seconded the motion and it passed unanimously.
- Proposal from Slade Landscape for removal of lawn and installation of plant material at 32133 Sailview in the amount of \$670 was reviewed. Richard Donohue motioned to approve the proposal as submitted. Sandy Olsen seconded the motion and it passed unanimously.
- Proposal from Slade Landscape for demo and install at pickle ball court in the amount of \$1,430 was reviewed. Richard Donohue motioned to approve the proposal as submitted. Sandy Olsen seconded the motion and it passed unanimously.
- Proposal from ArborPro for annual maintenance in the amount of \$1,750 was reviewed. Board agreed that it was not necessary at this time. Management to contact ArborPro regarding licensing.
- Discussion on how the signature line should read on letters to members. Specifically, if it should include a name and title.

# LAKESHORE COMMUNITY ASSOCIATION

## **MEMBER CORRESPONDENCE**

- Correspondence from Lot #6802 regarding outstanding fines was reviewed. Member was also present and stated his request to reduce fines for noncompliance to the Board. Michael Foore motioned to reduce the outstanding fines to \$150 with the stipulation that payment be made within 10 days. Richard Donohue seconded and the motion passed unanimously.
- Correspondence regarding stored vehicles at 32174 Beachlake Lane was reviewed and discussed. Board agreed to send a letter to the member.
- Correspondence regarding the greenbelt landscape near 32061 Waterside was reviewed. The Board was advised that the landscape contractor had addressed the concern.

## **MEMBER COMMENTS**

None.

## **NEXT MEETING**

The next Board of Directors Meeting is scheduled for October 27, 2016 at City Hall.

## **ADJOURNMENT**

There being no further discussion, the meeting was adjourned at 7:55 p.m.

Respectfully Submitted,  
Michele Brooks  
Recording Secretary