

**Lakeland Village Homeowners Association  
Board of Directors Regular Business Meeting  
November 15, 2017**

Minutes

The meeting was called to order at 6:00 pm.

**Attendees:** Directors present: Brent Flock, Dave Duncan, Dan John, Teresa Jorgensen, Shannon Rose, Sandra Sweet  
Directors Absent: Jim Phillips  
Sentry Management Representative Tisha Parrott was also present.  
There was a quorum established to conduct business.

**Minutes:** Minutes from the October 2017 Board of Directors meeting were approved as presented. M/S/P (Flock/Jorgensen)

**Finance:** Financials as of October 31, 2017 were reviewed as presented.

- An updated reserve budget/forecast was presented. Parrott will send out original reserve study and members will be given the opportunity to review budget forecast in more depth next meeting. The budget/forecast will be discussed at the annual meeting.
- Parrott was asked to follow up with Vial Fotheringham to determine what will be done to collect the remainder of the amount owed by owner Stelck.
- Motion to approve the October 2017 financials. M/S/P (Flock/Sweet)

**Management Report**

CCR Compliance – Parrott shared the compliance report for this period.  
Lakeland Village Patio Homes Report – Members reviewed a report submitted by member Phillips. It was determined that no action is necessary with regard to complaints submitted by owner Stelck. However, members agreed that Summer Lawns should provide a schedule of service tasks planned in advance.

**Committee Reports**

Waterways –

- John reported that the Waterways committee recommended that the vault on the Lighthouse waterfall be cleaned out, in addition to the vault on the Heceta Head waterfall as proposed by Burgess Pump. Parrott has contacted Master Rooter regarding both. Members agreed by acclamation to a having the vaults cleared.
- It was noted that this service should be an annual calendared service.

Landscaping –

- Summer Lawns 2018 Contract – Members reviewed the addendum to the contract proposed by the Landscape Committee. Members suggested that communication expectations should be addressed. It was suggested that e-mail be the primary method for communication and that responses be received within 48 hours. Duncan will review this with Summer Lawns and obtain their feedback.

ACC –

- Rose reviewed the proposed fencing guidelines drafted by the ACC committee. Parrott will put the proposed guidelines with suggested amendments in Resolution form, to be voted on electronically.
- Rose reported on requests this period. There is a home on Harbor Town preparing for a project without approval.

**Old Business**

Acknowledgement of Electronic Votes outside of Meeting – None this period  
Mailbox stands in need of repair – Members reviewed the cost information provided by Duncan. Parrott was asked to send an e-mail to owners relaying information regarding costs of the stands and vendor information. Owners should be encouraged to improve mailbox stands.

**New Business:**

Stelck complaints re: neighbor – It was determined that no action is necessary with regard to complaints submitted by owner Stelck.  
Owner Nunley e-mail regarding late fee and interest – Members reviewed e-mail from owner Nunley. Parrott was asked to communicate with owner that he incurred the cost being charged to him and it should be paid. Interest is applied per governing documents.  
Lighthouse light – Duncan and John will investigate the possibility of getting the light to work.

The next meeting of the Lakeland Homeowners Association Board of Directors will be **Wednesday, Jan. 17, 2018.** The December meeting will not occur due to scheduling conflicts. There being no further business, the meeting was adjourned at 7:17 p.m.

These minutes were prepared by Tisha Parrott of Sentry Management as the managing agent, approved by me and accepted by the Board of Directors of Lakeland Village Homeowners Association on January 17, 2017.

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Dan John, President  
Lakeland Village Homeowners Association

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Date