

**ARNOLD LILAC PARK HOMEOWNERS' ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS**

Saturday, May 6, 2023 @ 10 AM

Ebbetts Pass Fire District, 1037 Blagen Road and via Zoom

**Draft Meeting Minutes**

**Agenda**

**Call to order and establish a quorum at: 10:05**

**Board members present:** Dorothy Hilts, Mark Nelson, Kim Phillips, Joanie Bennett, Shelly Fontes (via cell), Melissa Huntsman, Mike Willemsen, Gary Ryan, Sue Lynch

**Homeowners Present:** Megan and Chris Osincup, Tina Jones, Tim Jones, Bruce Henry, Pete Turner, Mike Smith, Dave Lynch,

**Consent Agenda**

The following items are expected to be routine and may be enacted on one motion. There will be no separate discussion on these items unless requested by the Board. Any Board Member may request an item be removed for later discussion.

**1. Approve minutes from previous Board of Directors meetings and financials**

A. April 1, 2023 - Board Meeting Minutes

B. March Financials

C. April Financials

Without objection the above items are approved by general consent.

**Regular Agenda**

**1. Correspondence**

A. Received a records request

Multiple IDR and ADR requests

Thank you from a member for addressing the social media issue

Member request for the membership list

Member request for financials

Question regarding the Call for Nominations

Realtor questions regarding dues, document fees & transfer fees

4 Member question regarding dues

Title company demand

Realtor CAR disclosure request

Member complaint regarding a member stalking, filming and trespassing on private property

Request to be added to our email list.

A member asked about fees in addition to annual dues.

Environmental Health received a complaint regarding wells and the pool drain not being visible.

Member complaint about another member filming with phone while driving

Member complaint about themselves and others being filmed on an ongoing basis.

6 Completed Annual Notice of Address forms with 2 involving inter family transfers that are being followed up on.  
A request to be removed from the email list  
Multiple IDR and ADR requests  
A complaint from a community member demanding Board action against anonymous persons.  
Member request to drop off HOA dues  
A member sent us a proposal for an Ethics Policy – The Board will review this policy and discuss it at the June Board meeting.  
A formal complaint from a community member who is feeling harassed by a specific community member.

## **2. President's Report**

### **A. Executive Meeting – April 1, 2023**

At this meeting we discussed a member requested ADR, Alternative Dispute Resolution. The situation is, that a member and the Board were unable to resolve 8 of 9 IDR items through multiple meetings. IDRs are Internal Dispute Resolutions. The next step that may be taken is to request an ADR using mediation which the member did. During this meeting we discussed how to proceed with the ADR and voted on a Board designee to work with our insurance company's attorney.

### **B. Executive Meeting – May 2, 2023**

At this meeting we discussed and voted on attorney recommendations regarding communication issues with a member. The issue is the excessive number of emails this member sends to the Board, which is about 183 emails since January 1<sup>st</sup> and the degree to which the majority of these emails are abusive and harassing. Counsel recommended that we block this member from the HOA info@ email and we voted to do so.

## **3. Treasurer's Report – Kim Phillips**

**A. Bank Balances** Checking Account \$39,547.43; Savings Account \$16,071.43

### **B. Open Invoices**

4 owe 2022 dues and 2023

4 owe 2023 and the past 2 years

2 liens in place

3 owe partial 2022 dues + 2023

1 owes special assessment

2 owe a transfer fee

Total accounts receivable \$20, 209.04

## **4. Pool Manager's Report – Mark Nelson**

### **A. General status**

We need to do general repairs this month, we will repair shingles. Date the pool will open, we will shoot for end of May or beginning of June. We have a pool contractor to do 2 small repairs. We have some volunteers to help with the repair, Mike Smith, Mike Beck, Dave Lynch. We have the driveway cleared.

## 5. Other Committee Reports

- A. Social Committee – Debby Beck – no update
- B. Architectural Review Committee – Mike Willemsen no update
  
- C. Collections Committee – Kim Phillips  
we still have some dues coming and we have dues owed, we will come-up with payment plans for those that still owe dues.
  
- D. Elections Committee – Shelly Fontes, Joanie Bennett, Melissa Huntsman  
The committee met on 4-8-23 and we'd like to share a statement clarifying the creation of this committee and its purpose.

The Executive Election Committee was created for the sole purpose of vetting candidates for the upcoming election. Unlike an Executive Committee created for the purpose of handling any and all Board matters between meetings, the decisions made by this committee are limited solely to qualifying candidates. It is a process that is clearly defined by law and our election rules. No personal opinions enter into the decision-making process. Decisions are made strictly based on facts.

Contrary to what you may see on social media, the committee is aware of the laws that bind their decisions in qualifying a candidate. For the sake of transparency, we would like to make it clear that there are 4 rules we will strictly adhere to in making our determinations.

- 1) The nominee must be a member of the Association for a minimum of 1 year.
- 2) Only one nominee per property will be accepted. If one party is currently serving on the Board, the incumbent will take precedence over another party from the same property. Should the situation arise where we receive nominations from two parties representing the same property the first nomination received and vetted will stand and the other party will be disqualified.
- 3) If the Association is aware of or becomes aware of a criminal conviction that would prevent the Association from purchasing the fidelity bond coverage required by law or would cause the termination of the Association's existing coverage that nominee will be disqualified.
- 4) And lastly, there are no blanket special assessments that would affect the qualification of any nominee. There are currently special individual assessments that have been levied against members however none of those assessments fall under the legally allowable disqualification requirements. There are a number of members delinquent in paying their annual dues which would be a disqualifying factor for any nominee not abiding by an agreed upon payment plan.

Should a nominee be disqualified at the time of their nomination or if circumstances arise prior to distribution of the ballots which cause the nominee to become disqualified, the committee has 7 business days in which to notify that nominee of their disqualification. Notification of disqualifications will be done via

certified mail with the offer of an IDR granting the nominee the option of meeting with the Board.

At this time, (April 8<sup>th</sup>) we have qualified the following 3 candidates: Kim Phillips, Joanie Bennett & Mary Boblet.

Please keep in mind that circumstances can change which may or may not, at a later date, disqualify a currently qualified nominee.

The committee met again on April 16<sup>th</sup> and qualified Sue Lynch so we now have 4 candidates.

D. Other Reports - None

## 6. Old Business

### A. Election Update – Discussion/Possible Action

The election will be held on Saturday, September 3, 2023, as part of the Annual Member Meeting. The President suggests having the election part of the meeting at the Fire House so we can see the ballot counting easier and then move to the pool for the member meeting. The ballot counting will be from 1:00 to 2:00.

### B. Common Area Clearing Update – Discussion/Possible Action

So far we have 1 estimate, we need three to discuss.

## 7. New Business

### A. Pool Manager – Discussion/Possible Action

Pool Manager, Mark Nelson, donated all his time last year, He should be on salary this year and we have budgeted for it. He will be paid June, July and August. Debby Beck volunteered to clean-up the bulletin board.

Mike W. made a motion to approve Mark Nelson to be our Pool Manager again this year and that he be paid \$4,200 and Joanie 2nds.

**Yes Vote:** Shelly, Mike, Kim, Gary, Joanie, Melissa, Sue, Dorothy

### B. Pool Attendants – Discussion/Possible Action

Stephanie Stanfill, Ashley Sanders and Emily Powell are interested in being pool attendants. Joanie suggested that we offer Stephanie 4 days a week.

Joanie makes a motion to hire these three pool attendants for the summer, Sue 2nds.

**Yes Vote:** Shelly, Mike, Kim, Gary, Melissa, Sue, Mark, Dorothy, Joanie

Joanie made a motion on pool hours and pay and Mark 2nds.

Minimum wage is \$15.50/hour. Working 5 hours a day, May 27 – Sept 4 (101 days), totals 505 hours and \$7,827.50

**Yes Vote:** Shelly, Mike, Kim, Gary, Joanie, Melissa, Sue, Mark, Dorothy.

## Open Forum. (3 minutes per attendee)

This gives the members in attendance an opportunity to ask questions or make statements. No action can be taken on matters not listed on the agenda.

3 members spoke at open forum:

Debby Beck  
Pete Turner  
Tina Jones

**The next meeting will be on June 3, 2023 at 10:00 AM at the Pool, conditions permitting, and via Zoom.**

**The Board will now adjourn and go into a closed Executive Meeting. Meeting adjourned: 10:48am**

**Respectfully submitted,  
Melissa Huntsman**