

ARNOLD LILAC PARK HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
Saturday, February 3, 2024, @ 10 AM
Ebbetts Pass Fire District, 1037 Blagen Road, and via Zoom
DRAFT MINUTES

Call to order and establish a quorum at: 10:03am

Board Members Present: Kim Phillips, Shelly Fontes (via phone), Mark Nelson, Mike Willemssen, Joanie Bennett, Dorothy Hilts, Melissa Huntsman, Sue Lynch

Homeowners Present: Mary Boblet, Debby Beck

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 the minutes from the previous Board of Directors Meetings and Financials

- A. December 2, 2023, Board Meeting Minutes
- B. December Financials
- C. January Financials

Without objection, these items are adopted by general consent.

Regular Agenda

1. President's Report – Dorothy Hilts

- A. December 26, 2023, Executive Meeting

At this meeting we discussed a proposal we received regarding a small claims settlement and our response. We also discussed the possibility of seeking legal advice regarding upcoming decisions and decided to wait.

- B. January 22, 2023, Executive Meeting

At this meeting we discussed and clarified the terms and progress of our website contract. We also discussed the up coming Small Claims Court date change and redesignation of Board Representative.

2. Communication

- We had a note come in on an invoice asking that we not raise dues again.
- Invite from EPPOC to give annual update at their December meeting
- 6 Questions regarding dues payments
- 3 Phone messages regarding dues payments
- Request for snow removal companies
- Question regarding Annual Info Form not working on website
- Title Company Demand for a property outside of Lilac Park

3. Treasurer's Report – Kim Phillips

- A. Bank Balances –
 - December** Checking \$4,787.91
 - CD \$25,478.64
 - 2 liens and 1 special assessment
 - 10 open invoices
 - January** – Checking \$37,090.82
 - CD \$25,563.68
 - 2 liens and 1 special assessment
 - 7 open invoices

4. Pool Manager's Report – Mark Nelson

- A. General status – still wintertime, pool is doing fine

5. Other Committee Reports

- A. Social Committee – Debby Beck – Nothing to report
- B. Architectural Review Committee – Mike Willemssen – Nothing to report
- C. Collections Committee – Kim Phillips - Nothing to report

6. Unfinished Business

- A. Website Update – Discussion/Possible Action
The website is currently a work in progress. Many of the changes that we expected to be completed before going live were not made. We are as unhappy with that situation as those of you who have looked at the website in the last week. We want you to know that we are still working on it in the following weeks.
- B. Corporate Charge Card – Discussion/Possible Action – Dorothy talked to Bank of America to find out what paperwork they need. She has an appointment on Monday to talk to a representative.

7. New Business

- A. **Consideration of a new CPA Firm** – Discussion/Possible Action – Kim Phillips reported that we consulted and got quotes from 3 CPA firms for \$425-\$475, \$800, and \$450. Kim and our bookkeeper, who is familiar with them, recommended Ebbetts Pass Accounting that quoted \$450. Kim moved that we use Ebbetts Pass Accounting. Sue 2nds the motion.

Roll call vote, yes: Kim Phillips, Shelly Fontes (via phone), Mark Nelson, Mike Willemssen, Joanie Bennett, Dorothy Hilts, Melissa Huntsman, Sue Lynch,

- B. **Clearing Contract** – Discussion/Possible Action – Dorothy delegates to Shelly to look into and get quotes.

- C. **EPPOC Representative** – Discussion/Possible Action – Dorothy asked if Mike, who was our representative, can attend but he said he can't Zoom and all the meetings are now by Zoom. Dorothy said she could attend the monthly zoom meetings.

Joanie makes the motion that Dorothy represent us at EPPOC meetings, 2nd by Mike.

Roll call vote, yes: Kim Phillips, Shelly Fontes (via phone), Mark Nelson, Mike Willemssen, Joanie Bennett, Dorothy Hilts, Melissa Huntsman, Sue Lynch.

- D. **Election Contract** – Discussion/Possible Action

It is time to consider the approval of an election contract for the upcoming August 31st, 2024 election. Dorothy forwarded the proposed contract from Pro Elections, the vendor we utilized last year, for Board review. Dorothy proposed that we proceed with approving the contract with Pro Elections, encompassing the possibility of Election by Acclimation. Discussion – Mike would like to investigate options to run the election ourselves for next year. Shelly motioned to approve the contract with Pro Elections, with Kim seconding the motion.

Roll call vote, yes: Kim Phillips, Shelly Fontes (via phone), Mark Nelson, Joanie Bennett, Dorothy Hilts, Melissa Huntsman, Sue Lynch. No: Mike Willemssen

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.

Mary Boblet

The meeting was adjourned at: 10:37.

The next Board Meeting will be on Saturday, March 2, 2024, at 10:00am at the Ebbetts Pass Fire District, 1037 Blagen Road and via Zoom.

MEETING RULES: No audio or video recording allowed by attendees. However, the secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.

Respectfully Submitted by
Melissa Huntsman