# ARNOLD LILAC PARK HOMEOWNERS ASSOCIATION MEETING OF THE BOARD OF DIRECTORS

Saturday, November 2, 2024, at 10:00am

Via Zoom Only

# DRAFT MINUTES

**Call to order and establish a quorum by roll call 10:02 AM**

**Directors Present:** Kim Phillips, Shelly Fontes, Mike Willemsen, Sue Lynch, Joanie Bennett, Kathy Powell, Mark Nelson, Dorothy Hilts.

**Absent:** Gary Ryan

**Members Present:** Debby Beck, Sharon Leach, Tina Jones, Mary Boblet, Tim Jones

# 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 October 5th and October 11, 2024 Board meetings and October 2024 financials**

Discussion regarding misspelling of a member name on one set of minutes. Motion made by Dorothy to approve all with spelling correction. Mike seconded. Passed unanimously on a roll call vote.

# Regular Agenda

1. **President’s Report** – Dorothy Hilts
   1. October 5, 9, 11, and 22, 2024 Executive Meetings
      1. At the October 5th Executive Meeting we discussed a records request and approved a response letter and attachments. We also discussed an upcoming discipline hearing and subpoenas regarding small claims court.
      2. At the October 9th Executive Meeting we held a disciplinary hearing with a member and voted on the outcome.
      3. At the October 11th Executive Meeting we discussed the upcoming small claims case and reviewed legal advice.
      4. At the October 22nd Executive Meeting we approved a Hearing Outcome letter for the disciplinary hearing we held on October 9th.
2. **Communication**

1 title company demand request

1 realtor request for CAR Disclosure forms

1. **Treasurer’s Report** – Kim Phillips
   1. Bank balances: Checking: $17,569.23 Reserve Fund CD: $31,964.15 Reserve Fund Savings: $4,700.74
   2. Open Invoices: 14 lots owing over 90 days, 1 SIA
2. **Pool Manager’s Report** – Mark Nelson

Fall project was a great success. Volunteers did a great job on the fence repairs. The pool is closed down, ready for rain and snow

1. **Other Committee Reports**
   1. Social Committee – Debby nothing to report
   2. Architectural Review Committee – Mike Willemsen

Tree contractors pulling dead wood out. Everything looks good.

* 1. Collections Committee – Kim Phillips Collected on one of the small claims cases filed against delinquent members. Hearings will be held Dec 20 at 1:30 at Calaveras Courthouse.

7. **Unfinished Business**

1. 2024 Annual Policy Disclosures and Proforma Operating Budget – Discussion/Possible Action

Dorothy made a motion to approve the document, Mark seconded. Passed unanimously on a roll call vote

1. Corporate Transparency Act – Discussion/Possible Action

Dorothy reminded directors that they need to get their information to Sue.

1. QuickBooks – Discussion/Possible Action

Proceeding with switch to desktop version of QuickBooks per last month’s action.

**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

Debby Beck

The meeting was adjourned at 10:17 AM

**The next Board Meeting will be Saturday, December 7, 2024, at 10 AM, via zoom only**.

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:

Kim Phillips