

Lancaster Park Homeowners Association Inc.  
Board of Directors Meeting  
July 11, 2005

Meeting Location: Liberty Church

Attending: Brian Neufeld, David Barnes, Joe Drake, JT Thomas, Bash Jimoh, Julie Mueller, Tim Linehan, Mary Burgess

Absent: Ed Aday

The meeting was called to order at 7:06 pm by Brian Neufeld.

Brian introduced Steve Krokstrom, LPHOA insurance agent. Steve addressed several issues regarding our insurance and liability. Steve assured the Board that the insurance company would pay all covered claims, and would pay liability claims if LPHOA was liable. Steve advised that he is not an attorney, nor is he giving legal advice and that negligence and liability questions should be addressed with an attorney. Steve addressed a question that was posed about turning in multiple claims on the policy whether covered or not, could lead to a frequency problem. It is recommended discussing claims among the Board and with their agent before filing, to avoid such a problem.

Maintenance committee member Richard Schaefer attended the meeting with a question regarding insurance coverage for volunteers doing work for the HOA. Steve confirmed that the Lancaster Park policy is just that, a policy for Lancaster Park, not the individual resident per say. The policy may extend to an individual's volunteer actions if the individual was negligent, and an injury were to occur as a result of an accident, and the volunteer was engaged in a LPHOA activity. Also, the LPHOA has medical pay coverage which could extend to accidental injuries occurring on Lancaster Park property. Steve also noted that the individual probably has coverage from his own homeowner policy for personal injury and/or property damage. The Board should encourage all volunteers to ask their individual agent for further clarification. Steve also suggested hiring a contractor if work needs professional maintenance.

## COMMITTEE REPORTS

### Communication Committee

JT Thomas reported that the minutes from the June 9<sup>th</sup> meeting are posted on the website. He had a copy of the July newsletter to review prior to mailing. A concern was raised about minutes not available from other committees. In response to the concern, it was suggested that the committees forward their minutes to the HOA Secretary who will then forward them to the Board for review and approval for posting on the website. Julie Mueller will contact Jim Davis of the Maintenance Committee and David Barnes will

contact George Carpenter of the Architecture/Covenant Committee regarding minutes to be posted.

### Maintenance Committee

- Quotes to repair the front entrance have been received. They are as follows:
  1. \$12,800 to repair and ceramic coat both entrances. This includes replacing wood, prep and coating.
  2. \$8,000 for priming, painting and bondo as needed. This is \$4,000 per entrance.
- Trickle channel cleanup was completed and we are still waiting for a quote to do work in the fall or winter to get rid of trees across the channel.
- Quotes to repair the fountains in the park were received. They are as follows:
  1. Wicks Plumbing - \$200 plus LPHOA would provide three valves at \$60 a piece.
  2. Triple A Plumbing - \$600 plus the cost of the valves.

Eric Cochran will meet with Wicks Plumbing for a more detailed written proposal. Julie Mueller will coordinate this effort with the Maintenance Committee. The Board will vote on this bid via email prior to the next Board meeting.

- Tru Green also completed storm damage clean up. The cost was as follows:
  - \$600 – removal of large tree
  - \$100 – removal of a smaller tree
  - \$100 – removal of debris from the bridge

### TREASURER'S REPORT

Julie Mueller passed out copies of the monthly statement submitted by Charles Monroe and the Year End Summary for last year. Brian Neufeld requested that we check to see if the Social Committee has turned in their receipts for the July 4<sup>th</sup> parade and other expenses incurred.

### OLD BUSINESS

#### Procedure

Tim Linehan made a motion to accept the May 9<sup>th</sup> Board Meeting minutes. They were unanimously approved. It was agreed to read Joe Drake's summary of the Board changes at a later time and approve or make changes to it. JT Thomas made a motion to approve

the minutes from the June 13<sup>th</sup> Board meeting with one change of putting Brian Neufeld's name on the motion to approve David Barnes as Vice President. The minutes were unanimously approved.

### Open Board Meetings

Discussion regarding open board meetings took place.

### Issues Expressed

- Homeowners could participate and have knowledge about what was going on in the neighborhood.
- A semblance of order is needed to keep the meeting running smoothly.

### Outcomes

- David Barnes suggested we have a procedure so that meetings would flow freely.
- Brian Neufeld reminded the Board that homeowners still can attend a meeting and voice a concern as long as they notified the Board prior to the meeting date.
- Homeowners still have access to all action taken at meetings via minutes and updates on the website.
- The Board agreed that anyone attending would not be able to participate only listen during the meeting.
- Tim Linehan suggested inviting the Committee Chairs to the meeting.

### Bylaw Amendments

Due to time constraints, the Board decided to table the review of the bylaw amendments and allow each board member to review them and email approval or changes to Tim Linehan. Tim will email the final revised copy with all approved changes and amendments to the HOA Secretary. The bylaws will then be posted on the website.

### Covenant Review Status

David Barnes will contact George Carpenter to review status of work completed. Brian Neufeld suggested the committee may want to consider adding a covenant regarding POD storage units.

## NEW BUSINESS

### Complaint Letter

Concerned homeowners wrote to the Board requesting the Covenant Committee check the property next door to them. The homeowners were concerned about the home's deteriorating condition as well as the condition of other homes in the neighborhood. They requested action be taken regarding repainting and dry rot in some of the exposed wood. Tim Linehan suggested a letter from the Board be mailed to all homeowners reminding them to check their paint and other maintenance on their homes. A letter will be drafted and sent to the homeowner addressing their concerns.

2005 AGM

Brian Neufeld requested a Nominating Committee be formed for the Board positions that will be coming open.

Pager

David Barnes agreed to handle the pager for the next month.

ADJOURNMENT

David Barnes made a motion to adjourn the meeting. The vote was unanimous. Brian Neufeld adjourned the meeting at 9:07 pm.

Respectfully submitted by Mary Burgess, HOA Secretary