**Meeting Minutes**

**LAKESIDE TERRACE TOWNHOUSES, INC.**

**Board of Directors Meeting**

**July 24, 2018**

**PRESENT:** Board members present: Liz Morgan, Michael Fugere, Gay Stroup, and Vicki Herman. Absent: Larry Denig. Paige Stauffer and Pam Snow were not able to attend.

**CALL TO ORDER:** Meeting called to order at 5:35 p.m. at the Clubhouse.

**MINUTES:** June 19, 2018, minutes were reviewed. Michael made a motion to approve, Liz seconded, motion passed.

**FINANCIALS:** June 2018 financial statement was reviewed. There was not a Delinquent Dues Report from Snow’s. Michael noted that the Legal-General line item was over budget and it may need an increase for the future. There appears to be a need to make some amendments to the operational budget to cover projects. Liz would like to see quarterly Northrim bank statements. Michael will check with Northrim to get statements.

**UNFINISHED BUSINESS:**

Audit: The audit has not been done. The Board requests that Snow’s Management contact Doug Hanson to get an idea of the time frame for completing the audit.

 CD Rollover: Vicki reported that AKUSA CD interest rate for $100,000 is 3.20%. Liz made a motion to open a CD at AKUSA in the amount of $100,000 for 60 months; Michael seconded, motion passed. The remaining balance from the previous CD will be held in reserve for a future CD. Two people will go together to open the CD.

 Grounds committee: Vicki reported that Ken from Lawn Tech dropped the ball on putting up the No Trespassing signs. He apologized and is supposed to contact her this week and get them up. Status update needed from Snow’s on where the lawn clippings are being dumped and what is to be done about the damage to the siding and gutters by the crew doing the lawn trimming. Vicki reported she was given the phone number to call regarding the Mat-Su Regional fence. She left a message but has not received a returned call yet. Vicki reported she spoke with a gentleman from Code Compliance regarding the tenants parking their vehicles on the grass on Peck. He stated he was unsure about the easement regulations, but it has to be posted with a No Parking sign for him to do anything about the vehicles.

 Architecture committee: American Roofing was out this past Thursday, Friday, and this Monday working on the moss; there was no sign of them today. Not all work has been done. The board would like to see a report of what work was done once the project is finished. Painting/power washing is to start on August 7th. Chandler asked that all porches and balconies be cleared off, windows closed and plants be moved out of the way.

 RV Lot: Michael has not heard from Paige regarding a possible contractor to fix the fence. He stated he will do some research and get an estimate on the repairs needed. There is the possibility that someone could get into the storage lot through the holes so they need to be repaired.

**NEW BUSINESS:**  Gay brought up the idea of possibly starting a community garden next year in the green space on the east side of Yakima. The idea will be added to the newsletter to see if anyone might be interested in participating, and it will be discussed more in the future.

**NEWSLETTER ITEMS:**

Notice of painting/power washing: The Board requests that Paige get the newsletter and minutes out no later than August 3rd to notify all owners of the upcoming painting and power washing plans. All items need to be removed from balconies and porches and all windows closed. Non-resident owners need to notify their tenants to clear balconies and porches and to close windows.

 Monthly dues: Homeowners are reminded that monthly dues are due on the first of the month and late on the 30th. There is a $25.00 late fee charged for late payments.

 Garbage cans: Reminder that garbage cans are not to be left outside between trash days and that there could be a fine for doing so.

 Speed limit: Residents are reminded that the speed limit on Lakeshore is 25 mph, and drivers need to slow down.

 Community garden: A suggestion has been made to possibly start a community garden next spring. If you would be interested in participating please contact a board member, or better yet, come to a board meeting.

**NEXT MEETING:** Next meeting tentatively set for August 21st, 2018, 5:30 p.m. at the Clubhouse. Meeting date dependent on Snow’s Management’s availability.

**ADJOURNMENT:** Meeting adjourned at 6:45 p.m.

Respectfully submitted,

Vicki Herman, Secretary