## Minutes

#### LAKESIDE TERRACE TOWNHOUSES, INC.

#### Board of Directors Meeting via ZOOM

August 10th, 2022

**PRESENT:** Board members: Michael Carpenter, April Jacobs, and Liz Morgan. Homeowners: Joyce Miles. Paige Stauffer represented Snow’s Management.

## EXCUSED: Larry Denig.

**CALL TO ORDER:** This meeting was called to order at 1:03PM via Zoom.

**MINUTES:**

April 27th, 2022: Mike moved to approve the minutes, April seconded, no objections, motion carried.

June 1st, 2022: April move to approve the minutes, Liz seconded, no objections, motion carried.

**FINANCIALS**: The financials were reviewed.

**OLD BUSINESS:**

* Update on Matsu asphalt scheduling: This work is scheduled for August 12th and August 13th – weather dependent.
* Update on painting project: Protek Painting advised management that there was significant wood rot on the decks and balconies that need to be remedied by the homeowners before painting is completed. Management is to send out a notice to the owners who need to repair their decks/balconies.
* Report from Board on site visit with Supreme Electric: Mike Carpenter spoke with Supreme Electric. It will cost approximately $600-$700 to trace what the meter in questioning is powering. Supreme Electric advised Mike to contact the city to see if they are willing to come trace the meter and what it is powering. It was determined that the meter powers the lift station, and the HOA is responsible for powering the lift station.
* Lawn maintenance evaluation: The board is overall satisfied with the current lawn contractor. The common complaint is that they rush through the HOA and do not take their time. Management will ask the owner of the company to advise the crew to be more cautious when servicing the property.
* Wood Ties on Guest Parking: The wood ties require replacement. The planter boxes behind Seneca Avenue are in poor condition as well.
* Roofing repairs update: American Roofing confirmed that all recent leaks were taken care of. The skylights for both units on Yakima Street are on order and will be installed as soon as they are received. 1090 Seneca’s leak is still occurring. Randall is to return to further troubleshoot.

**NEW BUSINESS:**

* Recruiting board members: Send out a notice with the proxy asking for owner participation on the board of directors. The board discussed possibly holding in person board meetings. Management is to send a flyer with the annual meeting proxy to solicit board members.

**NEWSLETTER:** List of contractors to provide estimates for owner’s responsibility maintenance items.

**NEXT MEETING:** Wednesday, September 14th, 2022, beginning at 1:00PM.

**ADJOURNMENT:** With no further business to discuss, April moved to adjourn the meeting, Mike seconded, no objection, this meeting was adjourned at 2:05PM.

Respectfully Submitted,

Paige Stauffer

Association Manager