

Lakewood Properties Owners Association  
Board Meeting Minutes  
January 26, 2014 2 pm  
Conference Call

Call 1 (605) 475-6767, follow the prompt to put in the Access code 471-3602, and give your name.

- Call to Order
  - Called in Barb, Michol, Maureen, Kelly, Norm, Judy, and Val
  - Barb called the meeting to order at 2:08 pm
- Reading of last board meeting minutes and approval
  - Judy moved to approve the minutes and Michol second-all agree
- Financial
  - Monthly expenses
    - December 2 deposits, 2 withdrawals-ACEC and liens, final balance \$8806.94
    - Maureen made a motion to approve, Judy second-all approved
- Communications
  - DNR letter
    - Civil engineer asked about wanting to continue work. We need to check box, sign, and send back form. It means that it is a continuance of the work it keeps the work open for the boat ramp and lakefront to be compliance. Keeping the work open is no cost to us right now. Norm will check the box to keep work open, sign and send back to DNR. –all agree-done
- Old Business
  - Metal signs
    - No parking tow away signs at Northern Bay are from Harper Salvage Company (Rick). They are willing to come out to put up 2 metal signs stating no parking tow at owner's expense. Harper Salvage Company will put up signs at no cost to us, and there is no cost to LPOA to tow vehicles. Cost is on the owner of the vehicle. We will try to use the warning slips for first offence. Exception to being towed is a group gathering. Homeowner must notify the board prior to a group gathering or reserve the pavilion. We will put information in a newsletter about having a current beach pass, group gathering notification, or risk being towed.
    - Norm will order the signs-all agree from last meeting
  - Barb and Val will meet in Feb to audit the books and they will work on taxes
    - Next Saturday, February 1, 2014 audit meeting scheduled.
- Tabled Business
- New Business
  - February news letter
    - Letter from board
      - New signs
      - Beach passes

- Positive
  - Collective our lake front-work together
  - Open communication-face book, email
- Resumes
  - Positions open- 5 (Michol, Barb, Kelly, Maureen, Norm)
  - Deadline-March 14 letter of interest email prefer or mail to P.O. box
- Advertising
  - 20 ads was the norm, it has been less and less every year. Last year we made \$1200 in advertising. Judy has sent out letters, then phone calls, then going to the businesses to hunt them down. We promise businesses 4 to 5 mailings per year. The board agreed that we should send out emails with advertising information, and that Judy will not go and hunt businesses down for advertising. If they send in their information and money we will put their advertisement in our newsletter. If we do not get back their money, we will not include them in our newsletters.
  - Darryl at Northern Bay wants to advertise with us.
  - Maureen will work with Judy to gather advertisements. Maureen will put together a sample of sizes and prices for businesses to choose from. Barb will gather information on mailing costs for Maureen.
- Ballot counters/proxy mailed to them
  - Ballots go directly to P.O. Box and they will remain unopened until meeting. They will then be opened by ballot tellers.
  - Barb will check to see who is willing to be a ballot teller. Paulsrudes and/or Albers were suggested.
- Beach passes
  - We need 750 passes; 2 per property.
  - Hang tag-Lakewood Property 2014-\$129 for 1000 neon yellow. Val suggested that we write on the back with a permanent mark the lot number instead of printing labels.-all agreed
  - Barb made motion to purchase hang tag, Kelly second, all agreed. Norm will purchase the hang tags.
- Email correspondence
  - Use reply all if it is information for everyone.
- Advertising expenses
  - See above
- 6<sup>th</sup> Amendment
  - Michol has to sign and notarize it then send to Norm. Norm has to sign and notarize it. Norm will file it, and then it needs to be sent out to all homeowners.
- To do list for vault in holder
  - Val had an idea for boards in the future. There should be an information binder in the vault. Each position should have a job description with

timelines of duties. All important papers and dated/certified information should be kept in the vault.

- Norm stated that our old lawyer has no more paperwork of ours.
- 2 keys to the box-Judy and Val each have one
- Gate keys
  - How do we know if a homeowner is up to date on dues?
  - Val will email list of unpaid dues to board.
- Barb is putting together how to conduct an annual meeting notes for our May meeting.
- Adjourn
  - Kelly made motion to adjourn-Maureen second-all agree at 3:20pm meeting was adjourned