

## **Lakewood POA Board Meeting Minutes**

February 27, 2020  
via phone conference call

**Present:** Koppa, Hensen, T. Anderson, S. Anderson, Pugh, Volkmann  
**Absent:** Geiger (Excused)

Call meeting to order by Koppa.

### **Approve final ballot mailing:**

Motion to approve updates on the 7th Amendment to the Declaration of Covenants and Restrictions by Koppa, seconded by Hensen. Motion carried.

Motion to approve updates on the Bylaws by Koppa, seconded by Hensen. Motion carried.

Volkmann asked for clarification as to what should be sent in the mailing. The mailing will include the Bylaw revision ballot, the 7th Amendment to the Declaration of Covenants and Restrictions ballot with red lettering for the individual votes on each proposed amendment, the strike-out version of the 7th Amendment to the Declaration of Covenants and Restrictions provided to the board by Husch and Blackwell, the Proxy for the May 2nd 2020 annual meeting, and bios of board member candidates to be printed double-sided and mailed in #10 envelopes or 8.5" x 11" manilla envelopes. Koppa will write a cover letter discussing the revisions to the Bylaws and 7th Amendment to the Declaration of Covenants and Restrictions within the mailing and instructions for Lakewood property owners on what to do. Stephaine bought a small envelope to include with the ballots with a sticker saying ballots only. Annual associations dues payment invoice will be mailed separately. Documents will be printed at Office Depot in Madison. Stephanie will bring everything up to Volkmann's on Saturday, March 1st for stuffing envelopes. There will be two mailings. Invoices in window envelopes and the other documents in a second #10 envelope or 8.5" x 11" envelope. Volkmann has labels made and has return labels made as well.

Volkmann will call the website consultant to assist with getting the documents placed on the website.

**Approve officer ballots:** Bio and photo of Scott Geiger will be placed on the website as well. No other inquiries have been made for a Board position. Koppa asked if John or Tracy Highway might be interested. If anyone knows anyone interested, please contact them to run for the Board. Koppa will not run after 2020. This will be his last year. Duties of the President will be carried out through 2020 and transferred to the board prior to the 2021 annual meeting.

**Grandfathering covenant and restrictions:** The board agreed that anyone who currently stands in violation of proposed changes may be grandfathered in and not made to conform to the revisions that pertain to construction or additions to their Lakewood properties. There are no formal policies or procedures for how this will work and the board will have to review future violations on a case-by-case basis. The attorney will charge \$450 to review and advise on additional language required and what covenants would be eligible for grandfathering and which would not be in the best interest of the association to grandfather. Koppa stated that other associations grandfather until the property changes ownership. The consensus of the board is to table the issue for now, but agree to grandfather current owners who have completed recent construction projects as the changes to the Bylaws and Covenants and Restrictions seek to guide future property owners with their construction and property improvement decisions.

**Treasurer update:** S. Anderson stated there were no copies of 1099s for officer stipends from previous years. She contacted the association CPA and confirmed that 1099s had not been filed previously by the association CPA. It is presumed previous year 1099s were filed by the past treasurer. Stephanie filed 2019 1099s and going forward, the office of Secretary and Treasurer are the only board officers that will receive 1099s. The current President and Vice President agreed to adjust their stipend to \$599.00/year to limit the need for the association to send additional 1099s in future years.

**Lakefront needs:** Discussion was had regarding Scott Geiger taking over the maintenance management of the park. However, the board agreed the matter of liability insurance, licensing and bonding would be a requirement of any maintenance company the board retains for the work at the lakefront. Volkmann will place the matter on the March agenda for further discussion. Further lakefront needs tabled until the March board meeting.

**Paypal accounting:** The software is working well and there are no issues. Pugh reminded the board that members need to pay as a friend or family to avoid fees associated with goods or services.

**Golf carts prohibited notification:** Notice was given that someone is operating a golf cart on the roads which is a town, county and state law violation. Volkmann will place a notice on the lakefront marquee and post something on the website, perhaps a static banner on the home page, letting all residents know that golf carts are prohibited on Lakewood roads due to state statute and those in violation face fines from the DNR.

**Apparel:** Motion to approve design, colors and purchase order for the t-shirts in the amount of \$593.94 to be available for the May meeting by Koppa, seconded by S. Anderson. Motion carried.

Motion to adjourn by Koppa, seconded by Pugh. Motion carried.