

**Lakewood Board Meeting**  
**January 31, 2017 6 pm**  
**Phone Conference**

Present: Eric Koppa, Steve Hensen, Kelly Bain, Maureen Bain

Absent: Jim Walsh

Agenda:

- A. Invoices - 1) Mailing in early February 2) Inserts 3) early Pay Pal activity
- B. Election - 1) Calling for resumes for board candidates on invoices. 2) Kelly and Maureen up for reelection this year. 3) Deadline to send resume is March 15.
- C. May Meeting 1) Proxy and candidate resume mailing April 1. 2) Location
- D. Financial Report.
- E. Electronic Gate - Bids. 2017 Budget.
- F. Beautification subcommittee.
- G. Spring clean-up and planting of common areas and cul-de-sacs.

**Issue or Topic: Invoices**

Brought to Attention by: Maureen/Kelly

Points of Discussion:

- 1. Invoices are ready to go out. Econoprint in Racine for convenience and cost savings of \$100 over Minuteman.
- 2. Identify the handful that have past liens and note past due amounts with inserted notice in invoice mailing.
- 3. Several homeowners have already paid by Pay Pal.
- 4. May 1 is due date for dues.

**Issue or Topic: Election**

Brought to Attention by: Maureen

Points of Discussion:

- 1. Annual meeting date, time, location is noted on the invoices as well as open Board positions and call for resumes.
- 2. Kelly and Maureen are up for reelection plus 3 open Board positions. Jim Walsh volunteered after last year's meeting and was accepted by the Board as an interim member, which carries a term of one year so his spot is one of the 3 open. Deadline to send in resumes is March 15.

**Issue or Topic: May Meeting**

Brought to Attention by: Maureen/Kelly

1. Requesting resumes on Facebook and website. It is also noted on the invoices.
2. Proxies will go out April 1.
3. Northern Bay just confirmed that we can have our annual meeting there. Another new person in charge of catering at NB. Kelly is working for same deal in food and gift cards as past years.

### **Issue or Topic: Financial Report**

Brought to Attention by: Kelly

1. Almost \$15,000 for our gate fund.
2. Lawns r us no bill or communication prior to end of December for September services. Larry contacted Norm Hampson to say bill wasn't paid. Kelly pursued Larry to clear up issue via email, facebook and 11 phone calls (8 messages) and he didn't return messages. Larry finally sent an email to Maureen's personal email address with the outstanding invoice attached. October work was done. Was that in contract? We don't have contract. Lawns r us also charged us 3 months finance fees.
3. Eric/Maureen - Bills need to sent out in a timely manner. Monthly. Note in contracts going forward to bill monthly.
4. Dolata - same thing. Has not sent us the bill from summer yet.
5. Search for new vendors for lakefront grass-cutting and beach cleanup and get bids.
6. Steve has a neighbor friend who might be interested in board position. She is full time resident of Lakewood. She would be able to keep an eye on the lakefront and pick up mail.

### **Issue or Topic: Electronic Gate**

Brought to Attention by: Steve/Kelly

1. Steve has one bid from Century. Another one in the works-American Fence. Norm got bid from them too. Will have to check with electricians on power. Bids that Norm got were running electric from shed.
2. Gate will be further into property (where Lakewood sign is currently). Then we can utilize the old entrance to make a circle that will make it more convenient for coming and going especially for vehicles with boats.
3. Cards, not keypad and fobs. Each household gets one card. Fobs are \$25 each if we get those.
4. Kelly said Norm had gotten a bid from Century Fence 700 proximity cards and different motor. Kelly will send copy to Steve for reference.
5. Kelly would like to install gate in 2018. Just wants to make sure we have plenty of money saved and that costs do not go to homeowners at all.

6. Surveillance. Deer cameras possibly? By the gate and pavilion. Electric can be done at the same time as gate power.

### **Issue or Topic: Beautification Subcommittee**

Brought to Attention by: Maureen/Kelly

1. Maureen and Kelly met with subcommittee we formed. They had recommendations after researching on how we might proceed. We will bring that report to the Board at the next meeting.
2. House with tarp on roof has reroofed. Towner property has been sold and is being rehabbed.

### **Issue or Topic: Spring clean-up/planting of common areas/cul-de-sacs**

Brought to Attention by: Eric

1. Cul-de-sac cleanup. Homeowner participation? 6 or 7 cul-de-sacs in Lakewood.
2. Eric will survey areas to assess need.
3. Clean up at the park. Need to burn some brush.
4. The hill at the boat ramp needs to be addressed. Professional bids? Ask for landscaper suggestions? Eric knows Twin Creeks owner and will ask for suggestions for hardy plants to cover hillside. Rip rap or retaining wall.

### **Miscellaneous:**

We received a check for \$1000 from homeowner from Chicago without any indication of what it was for. He owes \$10 from the last 2 years, short-paid dues. He is unreachable by phone or going to his Lakewood address. So Kelly ultimately wrote him a handwritten letter to ask what the check is for. No response. Kelly has not cashed the check. She has no idea what to do with it. Eric and Steve - deposit the check if there are funds available. Kelly will take to originating bank (PNG) and make sure there are funds and won't bounce before she deposits.

**Meeting Adjourned: 6:57 pm**

**Next Meeting: Tuesday, February 21, 6 pm**