

**LAKE CREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
January 24, 2019**

Minutes of the Special Board of Directors Meeting of the Lake Crest Homeowners Association, Hoover, Alabama, held at Hoover, in Neighborhood Clubhouse, Alabama at 7:00 p.m. on the 24th day of January 2019.

I. CALL TO ORDER

Board Member David Walls called the meeting to order at 7:05 pm.

II. ROLL CALL OF OFFICERS

Present: Felecia Brewer, David Buchanan, Anita Frederick, Karin Hill, Scott Kopf, Kristen Osborne, and David Walls

Absent: Becky Hestley

Also Present: Jody Northcutt LCHOA Property Manager

III. PROJECT APPROVALS

It was decided to move forward with review of projects that were included in the 2019 Budget by the previous board. As a newly elected Board we decided to review the validity and cost of these projects the results of that are as follows:

1. Club House Interior Painting- It has been 3 years since the clubhouse was last painted. It was proposed and budgeted for the project to be completed this year. This was the information contained in our review of that proposal- Estimate was given October 18,2018 from Painting by Dave for \$1,101.95 to include both labor and materials to re-paint the Clubhouse interior walls in the Meeting Room, Bathroom and Kitchen areas and to paint the Baseboards and the Exterior front door. The proposed paint color was Sherwin Williams #7043 Worldly Gray. It was moved by David Walls and Seconded by Karin Hill that this project be approved the vote of the board was a unanimous approval (Note: As David Buchanan is to be the provider of this service he abstained from voting for its necessity and appropriateness, also of note he provided this quote prior to his appointment to the HOA Board.) Project is set to begin after the February 4th Homeowners Meeting.
2. Landscaping at Clubhouse- It was proposed that the landscaping of the small sign at the Clubhouse be re-worked to remove the deteriorating Indian Hawthorne Plants and replace them with more sustainable and attractive azalea option. It was also proposed that the annual flower bed be enlarged and replanted with seasonal color as well as the pine straw and mulch be replaced for the coming season. Estimate for this work was received on October 22,2018 by Outdoor Living Areas Inc. for a total of \$835.00 This was motioned for approval by David Walls, seconded by Kristen Osborne and unanimously approved by the board.
3. Signage Pressure Washing- It was proposed that the 5127 Lake Crest Circle Sitting Area as well as the 581 Lake Crest Drive Main Entrance Sign be pressure washed and cleaned for aesthetic purposes. An estimate was given by Vulcan Cleaning Company on October 8,2018 for the above listed work of \$200.00 at that time the previous Board approved an additional \$300.00 for this project so that additional signs could be cleaned as it was noted there were more in the neighborhood that needed improvement. The current board discussed the total amount of \$500.00 and decided that it would be prudent to add up to 3 additional signs to that list one being located in the Arbors and the others to be inspected by each board member and recommendations to be made with majority vote allowing for the addition to the list. David Walls motioned for this to be approved Felecia Brewer seconded and it was unanimously approved by the board.
4. Gazebo Repair- It was proposed that the Gazebo receive a new roof and shingles on 10x14 existing structure. The quote from Birmingham Fast Repair was given on October 26,2018 for a total amount of \$1,400.00 this was to tear off the current cedar shingles and replace with new cedar shake shingles. The current board reviewed the limited nature of this quote and noted that some additional items might need repaired on the Gazebo and decided that it was prudent to ask for an additional set of quotes

from 2 more vendors and approve the best quote for scope of work as well as fiscal responsibility. Jody is to set about getting these quotes and we will review and choose the appropriate bid once they are obtained and presented to us. We will update the neighborhood at large with the details surrounding this once it has been completed.

5. Installation of Handicap Access Ramp for the Lake- It was proposed to install a wheelchair access ramp on the lake bridge at Trumpet Circle. A quote was received on October 22, 2018 by Outdoor Living Areas Inc. to do the installation of a concrete ramp at the trumpet circle bridge for \$390.00. It was motioned by Scott Kopf that we look at also adding access at the lake entrance by the pool pavilion/parking lot for future access in that area as well. It was agreed unanimously by the board to approve and proceed with the installation of the ramp on the Trumpet Circle Bridge and to also look at the future cost and capability of adding access on the Pool Pavilion/Parking Lot side in the future. Project will begin as soon as weather permits.
6. Replacing Clubhouse Chairs- It was proposed to change out the current chairs used for Clubhouse events (grey fabric chairs) with new plastic stackable chairs from Sam's. The Clubhouse has not purchased new chairs since Awtrey provided these grey chairs and with wear and tear and time they are beginning to look tattered and worn. It was suggested that the replacement chairs be a black plastic and metal stackable chair at a price of \$26.98 per chair. It was proposed that we buy 20 chairs (same as current number of chairs available at the club house) and that the current chairs be donated to the Junior League of Birmingham's Bargain Carousel that is housed in the old Winn-Dixie building 5201 Princeton Way Hoover AL 35226. This was motioned for approval by David Walls and seconded by David Buchanan and approved unanimously by the board.
7. Replacement of Pool Cleaner- It was proposed to replace the previous pool cleaner that was struck by lightning with a Polaris P965IQ pool cleaner. This pool cleaner would be provided by Leslie's Pools and the cost would be \$1,524.99. This piece of equipment is used for daily pool maintenance and helps to keep the pool clean. This was motioned by Karin Hill and seconded by David Walls and unanimously approved by the board.
8. Restock Shad for Lake and Lake Dredging Project- It was proposed that the Shad be re-stocked in the lake and that the lake be dredged. We discussed the current proposal for dredging and decided that as there was not a feasibility study to support the necessity of the dredge and we only had one opinion and proposed quote from Southeastern Pond that Jody and Kristen would work together to contact additional lake services vendors and the topic of necessity to dredge will be revisited once there is more information to either support or disprove the need as well as give us reports and quotes that can be shared with the neighborhood at large. As we feel the dredging project needs an answer prior to re-stocking the shad it was also decided to approve that project for Spring 2019 once we have decided on the lake dredging.
9. Financial Audit- It was proposed by Kristen that in response to the request for more financial transparency that we have a speaker come to our February 4th meeting to explain the differences between a Financial Audit, Reserve Study, Financial Review, and Agreed Upon Procedures and what of those would give the clearest picture of our financial state as an HOA. If available Marty Brown CPA will come on February 4th to address the neighborhood in regard to what type of Financial Review might be best suited for our needs. It was also decided that for the February 4th meeting Jody would have a breakdown of all major projects and repairs in the neighborhood for the period

of 2014-Present.. As a reminder the current dues are set at \$600 and have been that price since 2016. We have agreed as a board to at the conclusion of the 2019 fiscal year continue to look at the validity of the cost and make improvements where we can.

10. Website Improvements- David Walls will be meeting with a website developer on Thursday to discuss updating our neighborhood website. These updates would potentially include- making the site mobile friendly, securing the website, adding survey links, refreshing and revamping the look and photos on the page, and any other options for modernization. Will report back with quote and what is included at the time that the developer provides it.
11. Hiring a new HOA Attorney- It was proposed at the last meeting that we look for a new representation of legal counsel for the HOA. We discussed tonight that we don't currently pay any retainer and have no other fees being charged at this time, so we are going to table the suggestion of hiring new council until the need for legal representation or work occurs in the future and we will revisit the topic at that time.
12. HOA Meetings- Currently we have 6 meetings the next being Monday, February 4th at 7:00 PM. It was discussed the validity of having 6 meetings vs Quarterly meetings and it was decided that 6 meetings seem like the appropriate amount and the dates of those will be published in the upcoming weeks. The issue of Board meetings being open to the public outside of during sensitive topics was raised and it was decided that we will revisit meeting amounts and style of meeting after the February 4th HOA meeting.
13. Committees- It was discussed that we would like to take a look at existing committees and make any additions for these and announce them to the homeowners at large for participation interest after the February 4th meeting.

VI. New Business

- A. The floor was opened for new business and we discussed the idea of Welcome Bags for new residents of the neighborhood. David Buchanan is going to get a sample bag from the Chamber of Commerce and we will discuss how we can implement this idea and what the cost would be at our next Board meeting.
- B. David Walls is to clarify with Becky Hestley the meeting minutes and content for the HOA meeting on February 4th should she have any questions.
- C. Discussed the proposition of 2 Homeowners request for hardship extensions of dues.

David Walls made a motion to adjourn the meeting at 9:30pm. Seconded by Kristen. Motion Carried.

Next meeting will be HOA meeting February 4,2019 at 7:00 PM at the Clubhouse.